HOGARTH CHARITABLE TRUST COMPANY LIMITED

England & Wales · Charity number 1084019

Details

Other names	HOGARTH YOUTH CENTRE HOGARTH CO, HOGARTH YOUTH CENTRE HOGARTH COMMUNITY TRUST
Status	Registered
Legal form	Charitable company
Company number	04000559
Registered	2000-12-05
Register	View on the Charity Commission register

Contact

Address	Hogarth Youth & Community Centre Duke Road London W4 2JR
Phone	02087471999
Email	accounts@hogarthtrust.org.uk
Website	www.hogarthtrust.org.uk

Activities

Objects: TO PROMOTE THE BENEFIT OF YOUNG PEOPLE OF THE LONDON BOROUGH OF HOUNSLOW WITHOUT DISTINCTION OF GENDER, SEXUAL ORIENTATION, NATIONALITY OR RACE, OR OF RELIGIOUS OR OTHER OPINIONS BY THE PROVISION OF FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE AIM OF IMPROVING THE QUALITY OF LIFE FOR YOUNG PEOPLE, AND IN PARTICULAR, TO PROVIDE AN ALTERNATIVE TO RESIDENTIAL CARE AND CUSTODY FOR YOUNG PEOPLE IN TROUBLE.

Activities: To promote the benefit of young people of the borough of Hounslow without distinction of gender, sexual orientation, nationality or race or of religious or other opinions by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people.

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Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Disability, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, People With Disabilities

Geography

- **Area of benefit:** LONDON BOROUGH OF HOUNSLOW.
- Hounslow

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£264,568	£274,284	-	-
2023-12-31	£238,785	£246,706	-	-
2022-12-31	£256,407	£212,269	-	-
2021-12-31	£173,191	£103,885	-	-
2020-12-31	£98,819	£134,869	-	-

Trustees

Name	Role	Appointed
Anthony John Bowden		2022-11-08
FREDERICK LUCAS		2013-08-13
Jeannetta Orton		2023-05-02
Jonathan Strachan Walker		2020-02-04

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

England & Wales - Charity number 1084019

Accounts

HOGARTH CHARITABLE TRUST COMPANY LIMITED

(A Company limited by guarantee)
Company No. 4000559

A REGISTERED CHARITY No. 1084019

Report and Financial Statements
For the 12-month period ended 31 December 2024

HOGARTH CHARITABLE TRUST COMPANY LIMITED

REPORT AND ACCOUNTS
For the 12-month period ended 31 December 2024

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2024

INTRODUCTION

Charitable Status
The Hogarth Charitable Trust Company Limited (the "Charity") is a UK private company limited by guarantee without share capital, number 4000559 and a registered charity, number 1084019.

Registered Office and Principal Address
Hogarth Youth & Community Centre (the "Centre")
Duke Road
London W4 2JR

Bankers
HSBC Bank plc
281 Chiswick High Road
London W4 4HJ

Independent Examiner
Colin Airey FCCA – George Hay Chartered Accountants
Brigham House
High Street, Biggleswade
Bedfordshire SG18 0LD

Solicitor (Honorary)
Jonathan Walsh – Sutton-Mattocks (a division of Bindmans LLP)
5 Castle Row
Horticultural Place
Chiswick, London W4 4JQ

Governing Documents
The provisions regulating the purposes and administration of the charity are governed by the Memorandum and Articles of Association of the limited company.

Nature of business
Standard Industrial Classification Code ("SIC") 88990 - Other social work activities without accommodation not elsewhere classified.

Directors and Trustees
The following individuals served as Directors and Trustees during the period ending 31st Dec 2024:

Director & Trustee	Date of Appointment
Fred Lucas (Chair)	30th January 2012
Jonathan Walker	4th February 2020
Anthony Bowden	10th November 2022
Jeannetta Orton	3rd May 2023

During the period ending 31st December 2024, no Trustee received nor waived any remuneration, benefits or expenses (2023- Nil).

Trustee meetings occurred five times during this twelve month period on the following dates:

22nd February 2024
21st May 2024
10th July 2024
15th October 2024
17th December 2024

The names of all prior Directors of the Company are listed below.

1. Timothy John Knight Oakley was a Director from 24th May 2000 until 5th December 2013.
2. Catherine Mary Williams was a Director from 24th May 2000 until 7th September 2011.
3. Paul Eric Clampin was a Director from 20th November 2006 until 7th September 2011.
4. David Neil Bentley QC was a Director from 1st September 2009 until 5th December 2013.
5. Paul Clabburn was a Director from 27th September 2012 until 22nd November 2013.
6. Patrick Brougham was a Director from 8th October 2012 until 30th September 2019.
7. Basil George Fraser was a Director from 26th February 2012 until 9th April 2021.
8. Pam Frances Morrow was a Director from 24th July 2020 until 2nd February 2021.
9. Raj Parkash was a Director from 16th September 2021 until 24th October 2022.

CHAIR'S STATEMENT

This is my sixth annual statement as Chair of the Board of Trustees. It is addressed to all stakeholders in the Charity. The period under review in this report marks the sixth full year of the Charity funding and delivering a very valuable Youth Programme independently from the London Borough of Hounslow whilst also funding and running a vibrant Community Centre.

2024 strategic and operational priorities – progress report

As is customary, I report on the progress made on the key strategic and operational priorities which I set out in my statement in the 2023 Report & Accounts.

Charity's rolling objectives

1. To maintain the highest standards of safeguarding, strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of young people. I am pleased to report that there were no safeguarding incidents during 2024. I believe that this reflects the absolute priority given to safeguarding and the unwavering efforts made by all youth workers, centre staff and trustees to remain ever vigilant and to embed safeguarding as a fundamental part of the Charity's culture - safeguarding really is a mindset. Safeguarding is a standing agenda item at every meeting of trustees and is also addressed in every monthly report from both the Youth Officer (Denny Anthony) and Centre Manager (Dani Karas). As the Charity's Designated Safeguarding Lead, the former reviews and updates the Charity's Safeguarding Policy document regularly. The latter regularly checks that any licensee whose activities involve working with young people has an up to date and appropriate safeguarding policy to which they adhere. All licensees are required to have read, understood and to comply with the Charity's umbrella safeguarding policies. Additional safeguarding training for all trustees is planned for 2025. Safeguarding related building refurbishment remains a priority. As part of the Council's planned Centre refurbishment we have asked them to include additional fencing to strengthen access controls to the Centre.

2. To protect the Charity's resources, financial and other, minimising all operating waste and inefficiencies wherever possible. Utilities, specifically gas and electricity, are the Charity's single largest cost category after staff costs. Following the installation of more efficient LED lighting and efforts to switch off lights if appropriate to do so, our electricity consumption in 2024 continued to fall, by 14% relative to 2023 and 22% relative to 2022. Working with the Centre Manager, the Charity secured new lower cost contracts with reputable, credit worthy suppliers of gas (British Gas) and electricity (Scottish Power) to commence in January and March 2025 respectively. Of note, the Charity's new electricity contract is derived 100% from renewable energy sources. Unfortunately, the Centre continues to suffer from poor insulation due to old, single pane windows with wooden frames. As part of our lease renewal negotiations, we are working with the Council to secure grant funding to replace the Centre's windows with new double pane PVC-framed windows.

Charity's rolling objectives (*continued*)

3. To review and update as appropriate the Charity's three key policy documents related to Diversity, Health & Safety and Safeguarding, ensuring full compliance by all Centre users. These documents are periodically reviewed by trustees and senior members of staff and updated appropriately. All of the Charity's latest policy documents are available on our website for inspection. The Charity aims to build the diversity of its trustees and staff to reflect better the profile of young people that it serves because we believe that diversity is important.

4. To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and energy and so build a unified Charity. During 2024 the first of a series of Operating Committee meetings were initiated, involving a trustee, the Youth Officer and the Centre Manager. These meetings have helped to resolve various operating issues and build a more unified team and continue in 2025. In 2024 more than 20 repeat licensees and more than 45 one-off licensees used the Centre. Every effort is made with both cohorts as well as all suppliers who visit the Centre to reinforce our culture and values, prioritising safeguarding and safe activities at all times. Whilst progress has been made, there is more work to be done to unify the centre activities with the Youth Programme.

Charity's 2024 objectives

1. To grow the population of young people attending our Youth Programme with a particular focus on building the cohort of young people aged 13 to 18 years whilst continuing to build the total young person attendance frequency to approximately 5,000, by increasing our outreach efforts and improving the appeal and relevance of PROJECT 2024, preparing the ground to apply for the Gold Quality Mark with London Youth. The social habits of young people were changed by the COVID period lock downs In 2020-22. Furthermore, young people continue to be drawn to the virtual world of social media and gaming. Youth work is all about real world social interaction and physical activities to build lasting friendships and to learn valuable life skills. Our outreach efforts continued apace in 2024 cementing our working partnerships with Cavendish Primary School, Chiswick School and Dukes Meadows Trust. The *Get Off The Fence* project to support young people in Years 7, 8 and 9 at Chiswick School which began In September 2023 continued throughout 2024. Our Summer Holiday Programme in July and August once again ran 5-days per week for a total of 19 days. We took a record 34 young people on the Isle Of Wight Residential (vs. 27 in 2023, 18 in 2022 and 12 in 2021). For the first time, the Youth Team delievered two programmes simultaneously at the Centre and at Dukes Meadows, a very bold expansion of our normal Summer Programme. In all, our Summer Programme served over 250 young people who attended 1,200 times, setting a record for this period. For the full year total attendances of 4,443 were 29% higher than 2023 (3,447). This was a record for the Youth Programme and clearly marked very encouraging progress towards our target of more than 5,000 attendances. With a total of 375 attendees, broadly balanced 53% male and 47% female, our youth service is now much larger than the average UK primary school which has 276 pupils. 197 days of uninterrupted service included six Holiday Programmes and exceeded the average number of UK school days of 195.

Charity's 2024 objectives *(continued)*

2. To build key stakeholder relationships, especially with local businesses to secure more regular sponsors, schools and other Youth Clubs near to the Centre. We continued to build our Friends of the Hogarth network to 330 individuals, an increase of 10%. We have set a medium term target to build this to 500 people comprising local residents and representatives from local businesses, schools and other youth clubs as well as councillors and council staff. Our third wine tasting at the Centre on 27th June was enjoyed by a record number of 62 participants, the majority local residents. As highlighted, our working partnerships with Cavendish School, Chiswick School and Dukes Meadows Trust have strengthened. On 26th February Youth Worker Billy Beatty plus two teachers took 16 young people to the Palace of Westminster where Ruth Cadbury MP gave a tour of Parliament. In December Superintendent Anil Puri from the Safer Neighbourhood Team visited the centre with five other police officers. They also did a Q&A session with the young people which was a powerful engagement strategy to build more trusting relationships. Trustee Tony Bowden has specific board responsibilities for fund raising. Tony continued to meet with local businesses with a view to building a portfolio of local sponsors. I spoke about the Charity's work with young people at a meeting of the Chiswick Labour Party on 13th May and was delighted to meet a parent who attended the youth programme in the 1970s. On 14th November, Dani and Denny welcomed ten members of the Chiswick Labour Party for a 'talk & tour' of the Centre.

3. To maximise the social value generated by the Centre's operations by providing more free space, if not licensed, to help a diverse range of disadvantaged groups, thus building the Charity's broader social purpose and relevance. If the Centre has idle, unused space, it may be offered to other charities without charge. During 2024 we continued to give the café and lower hall to Hogarth Gateway, a charity working with mentally disabled young adults. Every Friday evening they bring 30-40 people to the Centre to enjoy its facilities. Our Centre Manager also gives priority to paying licensees whose activities provide a clear community purpose and where there are potential synergies with our Youth Programme.

4. To host at least one successful fund-raising event with a target fund raise of £10,000 to support PROJECT 2024's Summer Programme, that builds our network of Friends of the Hogarth and extends our list of and deepens our relationships with local residents and multiple sponsoring organisations, aiming to sign up at least two multi-year sponsors. Our fifth wine tasting and third to be held at the Centre on 27th June was enjoyed by a record number of 62 participants, the majority repeat attendees and local residents. Tim Syrad repeated the popular format of 2023 with blind tastings and a quiz. Sales of raffle tickets (131), generous donations plus the proceeds from our blind auction of a VIP dinner for four at Michelin starred *La Trompette* and a VIP lunch for four at *Villa di Geggiano* helped lift the total raised after costs to £10,700. This surpassed our target of £10,000 and enabled us to expand our Summer Residential to the Isle of Wight from three to four days and from 27 to 34 young people attendees. As always I thank our generous participants and sponsors (*Analytical People, Bown Design & Build, Cornel Lucas Archive, Helicon Health, King's Tennis Centre, La Trompette, Plane Saver Credit Union, Villa di Geggiano and Whitman & Co.*), many kind donors and, of course, Team Hogarth for their huge effort organising such a memorable evening.

Charity's 2024 objectives *(continued)*

5. To continue to apply for multiple local grants to raise more than £20,000 for PROJECT 2024. We received five grants during 2024: Thriving Communities Revenue Fund – second tranche (LBH) and four separate grants from the Hounslow Holiday Activities and Food Fund (HAF). Grants received in 2024 from LBH which were ring-fenced for Project 2024 totalled £36,484, an increase of 25% and almost double our target.

6. To generate total license fees of at least £165,000 in 2024 without incurring any bad debtors whilst ensuring that all licensee payments are made via bank transfer only and to adhere to the 2024 Centre operating budget which may range from £100,000 to £105,000. Net of deposit returns, license fee cash receipts in 2024 increased 12% to £175,329 which exceeded our target for the year of £165,000 and also set a record for the Centre. License fees were paid by six long term licensees, twenty repeat licensees and thirty-nine ad hoc users of the Centre's two halls and cafe. Ad hoc licensee activities in 2024 were very diverse. In addition to birthday and wedding parties they also included classes in bakery, bible study, comedy improvisation, drama, movement for the over-50s, self-defence, theatre as well as a Ramadan party and a video shoot. All license fees were paid via bank transfer, thus reducing the amount of cash held at the Centre at any given time. Once again the Charity did not incur any bad debtors.

7. To continue to build awareness of the Centre's space and activities through more effective use of social media platforms and search engines and by improving the Charity's website to maximise the Centre's space utilisation and revenue efficiency whilst increasing cross-fertilisation between licensed activities and our Youth Programme. The Charity's new and more user friendly website was activated in October 2024. This is the first time that we have created a completely new website for the Charity in over 20 years. Our website is our most important digital asset which promotes all aspects of the Centre to its many diverse stakeholders. Our use of social media platforms remained constrained by safeguarding concerns, but is an opportunity that will be reviewed in 2025. During the holiday programmes in 2024, licensee Chiswick Boxing once again kindly gave free training classes to young people.

8. To complete negotiations with our landlord, the London Borough of Hounslow, for a new long-term lease on the building on terms which do not compromise our ability to sustain a vibrant youth service and socially valued and appropriately maintained community centre over the full duration of our new lease. Negotiations with LBH have not been straightforward and progressed slowly during 2024 and continue in 2025. I am determined that we will sign our new 15-year lease during 2025, but frustrated that it has not happened sooner. In order for the necessary and much overdue external refurbishment work to be carried out, we were asked to apply for grant funding which we have done. Our new long-term lease will provide much needed security to all our staff and licensees. It will encourage corporate sponsors and donors who prize sustainability and it will also facilitate grant applications since most grant providers require evidence of secure tenancy. I thank Jonathan Walsh, our Honorary Solicitor, for his guidance and support dealing with our lease renewal.

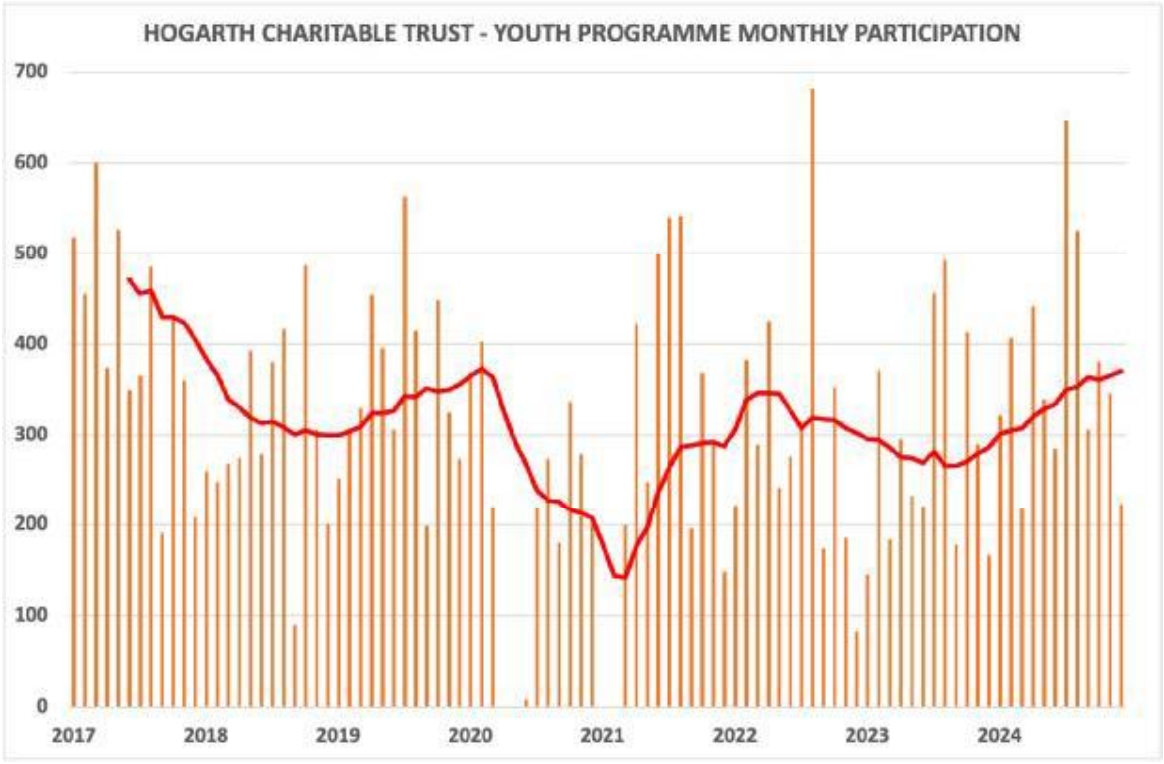
9. To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic and unnecessary heating and lighting. Our gas central heating needs are essentially driven by outside temperatures during the autumn and winter and exacerbated by heat loss through our old windows. In early 2024, we replaced several components of our gas boiler which resulted in better heating efficiency throughout the building. Licensees are regularly reminded to switch off lighting when leaving their spaces. Helped by more efficient LED lighting our electricity consumption in 2024 continued to decline with a further year-on-year reduction of 12% to 28,225 KWh. Subject to secure grant funding from LBH, it is our intention to have all externally facing single pane, wooden framed windows replaced with new, more thermally efficient PVC framed windows. This will materially reduce our gas heating needs and also reduce our carbon emissions.

10. To recruit a fifth trustee and so continue to build the skills and diversity of the Board of Trustees and deepen the charity's overall execution and response capabilities. The Board recognises that it needs at least one more trustee given the ever-increasing range and number of board level workstreams. However, we were unsuccessful finding an appropriately skilled candidate in 2024. Our search for a fifth trustee therefore continues in 2025.

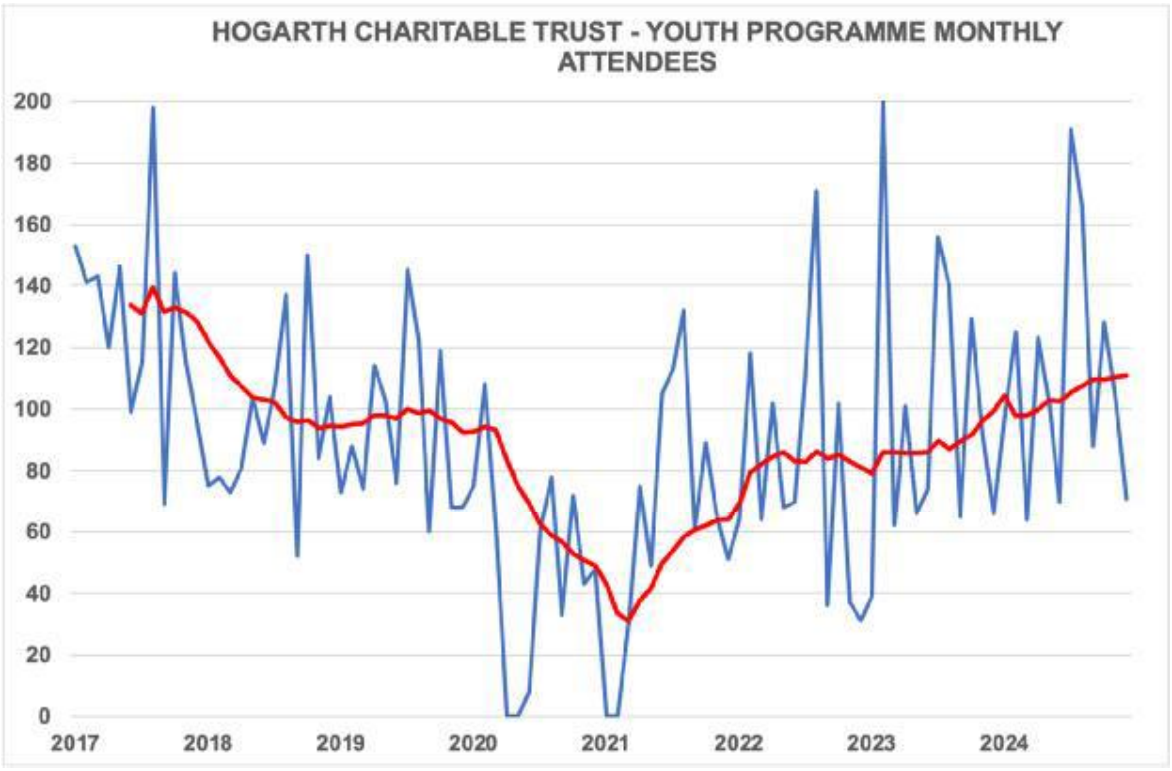
The Youth Programme – PROJECT 2024

In 2024, the Youth Team successfully delivered the programme (PROJECT 2024) comprising 197 days (2023 194) of uninterrupted service. This included six holiday porogrammes in January, Feburary, April, May, July-August and October. Including Denny Anthony (Youth Officer) and Naomi Alleyne (Senior Youth Worker) a total of 17 youth workers delivered youth services to the Charity in 2024, totalling 7,099 hours. This is a reminder that the Charity continues to develop and train the next generation of youth workers. Youth programme attendances in 2024 increased by 29% to 4,443 (2023 3,447). Of these attendances, 63% were male and 61% were less than 13 years old. Such a gender skew is common to most youth clubs, but is an issue which the youth team will address in 2025 by offering more mentoring and life-skill sessions which target young females.

The first chart that follows shows monthly participation data (bars) and the 12-month trailing average (line) from 2017-2024 and therefore includes two years prior to the Charity taking on full responsibility for the youth programme at the start of 2019. The trailing average started to recover in late 2023 and has continued on this upward trend in 2024, reflecting the impact of increased outreach efforts with local schools and Dukes Meadows Trust.



Per the second chart, the trailing average number of individual attendees also continued to build during 2024, averaging around 111 individuals per month. A total of 377 young people attended PROJECT 2024.



The Youth Programme – PROJECT 2024 *(continued)*

The budgeted cost of Project 2024 was £146,350. As in prior years, this figure excludes any share of Centre overheads or running costs. The programme was delivered at a total cost of £169,965. The 16% negative cost variance of £23,615 was due to two key factors: (i) the holiday programmes were expanded and therefore required more hours to be worked by more youth workers so as to maintain safe staffing ratios at all times. For the first time during the Summer Programme the Youth Team also led two simultaneous programmes at the Centre and at Dukes Meadows Trust, the latter comprising four days on site and four days of excursions; and (ii) given higher demand, the Summer Residential was expanded to accommodate 34 young people (27 2023) and the duration was extended from three to four days. This required ten youth workers and three minibuses. In all, our Summer Programme served over 200 young people who attended 1,100 times, a record level of participation. The cost over-run was more than fully funded by a payment from Dukes Meadows Trust of £3,899, higher HAF grant receipts of £27,402 and higher membership and canteen receipts of £2,954.

In 2024 15 youth workers / trainee youth workers from a cohort of 23 people were called upon and paid during the year. Working with other youth clubs in the area, the Charity continues to nurture and train the next generation of youth workers for our community. Once again, HAF grants enabled us to provide hot and nutritious food to our holiday programme attendees. Our free meals commitment ensured that hundreds of young people were well-nourished throughout all six of our holiday programmes which ran for a total of 42 days in 2024 (2023 37).

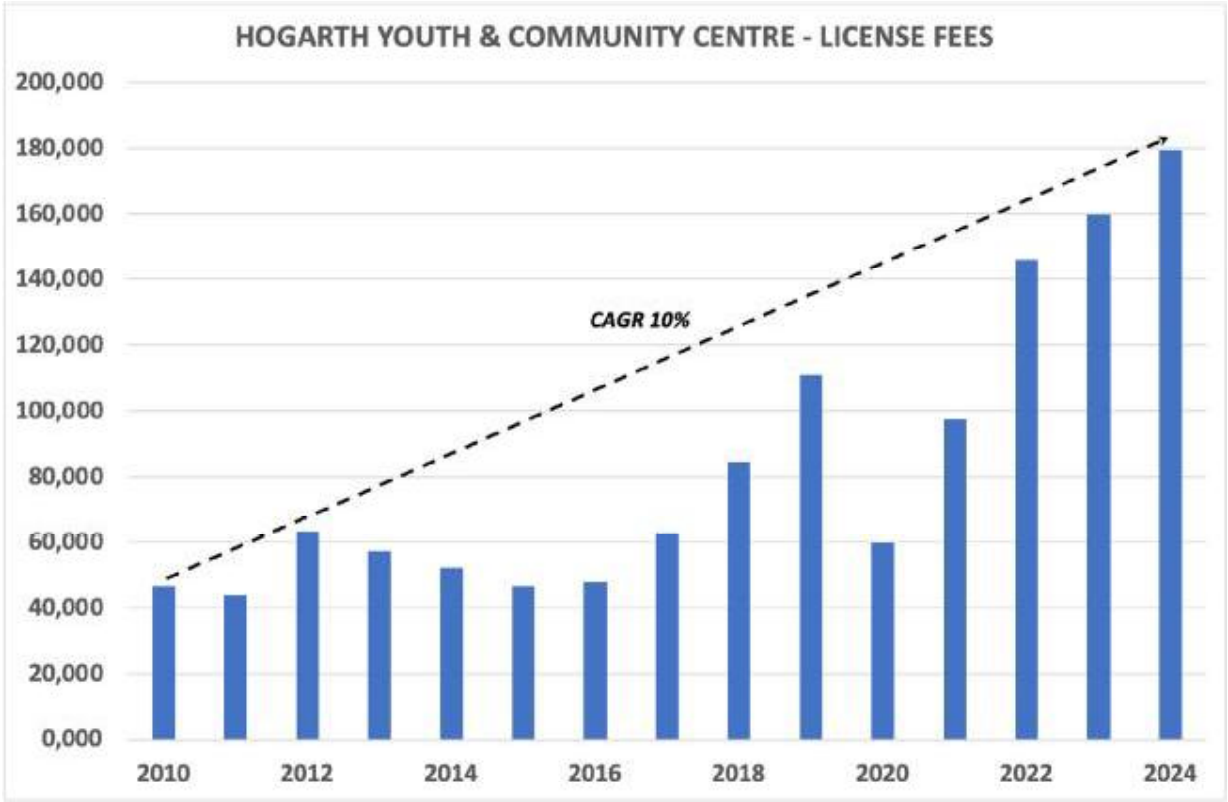
We celebrated two more notable achievements by staff. Billy Beatty, one of our youth workers, won a One Hounslow Community Award and, in October, he was asked to join the borough's Children and Young People Scrutiny Panel as a co-optee. On 8th November 2024 Youth Officer Denny Anthony and Youth Worker Rochelle Manswell-Sterling attended the HAF Celebration Awards evening in Brentford. Our Charity won two awards for providing excellent levels of physical activity for young people and for differentiated youth engagement. The latter recognised that half of the Summer Residential attendees were HAF registered young people.

Internal stakeholder engagement

As they do every year, trustees spent time at the Centre with various staff members regularly during 2024, building relationships and their understanding of the day-to-day issues. Ad hoc e-mails were sent to all licensees by the Centre Manager on behalf of the Board of Trustees updating licensees on fund raising initiatives, Centre maintenance priorities, the appointment of new trustees and reminding them about safeguarding protocols. Licensee Forum meetings did not occur in 2024. Instead, the Centre Manager communicated directly with licensees regularly via a WhatsApp group. On 22nd October Trustee Tony Bowden kindly chaired the first Operating Committee ("OpCom") meeting with Denny Anthony and Dani Karas to discuss any and all operating issues of importance. Given its success, it was decided to continue OpCom meetings in 2025.

Centre Operations

Dani Karas successfully completed her fourth year as Centre Manager and achieved many important goals. Dani plays a key role promoting the Centre, engaging daily with existing and new licensees. Dani also has both cost and revenue budget responsibilities. The number of licensees increased in 2024. A total of 6 long-term, 21 repeat and 38 short-term licensees paid to use the Centre during 2024 thus continuing to increase overall space utilisation. As I have already described, Dani continues to diversify licensee activities in the Centre, targeting community orientated activities. Full year license fees increased by 13% with zero bad debtors for another year. Per the chart below, licensee fees during 2024 reached a new record for the Charity, representing a 10% compound average growth rate since 2010. Notwithstanding over £15,500 spent on maintenance, lower gas and electricity costs combined with higher license fees meant that the cash generated by the Centre exceeded its running costs by a good margin. As a result, at the end of December £70,000 was transferred from the Centre Operations Account to the Youth Account to enable the Youth Programme to start PROJECT 2025 with a healthy cash balance. This was the largest transfer to date and the single largest source of PROJECT 2025 funding. Total centre operating costs of just under £105,000 were on budget and essentially unchanged from 2023 which is a very good outcome given elevated inflation during 2024. Dani also plays a very important role reinforcing the Charity's 'house rules' with all centre users, specifically those related to safeguarding and acceptable standards of behaviour.



Governance

How the organisation is structured and steered is ultimately the responsibility of the Board of Trustees. Since assuming responsibility for the youth service at the start of 2019, those responsibilities have increased and changed materially. Denny Anthony is the Youth Officer who leads the youth programme. The Board oversees all activities in the Centre and, in order to perform this oversight function, it relies on three key direct reports: Denny Anthony (Youth Officer), Dani Karas (Centre Manager) and Jamilla Amra (Accounts Manager). Due to funding constraints we remain thinly resourced compared to many other charities which provide similar services with a limited executive function. As Chair of the Board of Trustees, I am responsible for maintaining a fit-for-purpose Board of Trustees which comprises individuals with appropriately diverse backgrounds, a range of required skills, a natural empathy with the Charity's core purpose and sufficient time to contribute meaningfully to Board discussions and other responsibilities which they may be assigned. Finding appropriately skilled trustees with the right mindset for the role remains challenging. The search for a fifth trustee continues in 2025.

Five meetings of Trustees were held in 2024, all in person. Board meetings were fully informed with an agenda and board pack which were circulated to all attendees in good time before each meeting. Trustees are asked to amend the draft agenda as appropriate before it is finalised. Both the Centre Manager and Youth Officer are invited to add agenda items and to attend meetings of trustees as appropriate. Both individuals circulate a monthly report to trustees. During 2024 there were also very regular communications between meetings via e-mail, phone and informal face-to-face meetings. Minutes of each Board meeting are recorded, checked, circulated to all attendees and stored securely. In addition, I circulate a monthly set of management accounts in order to keep the board fully informed on the Charity's changing liquidity position, flagging any untoward trends. I also circulate a summary of key workstreams to trustees in order to maintain a fair distribution of work.

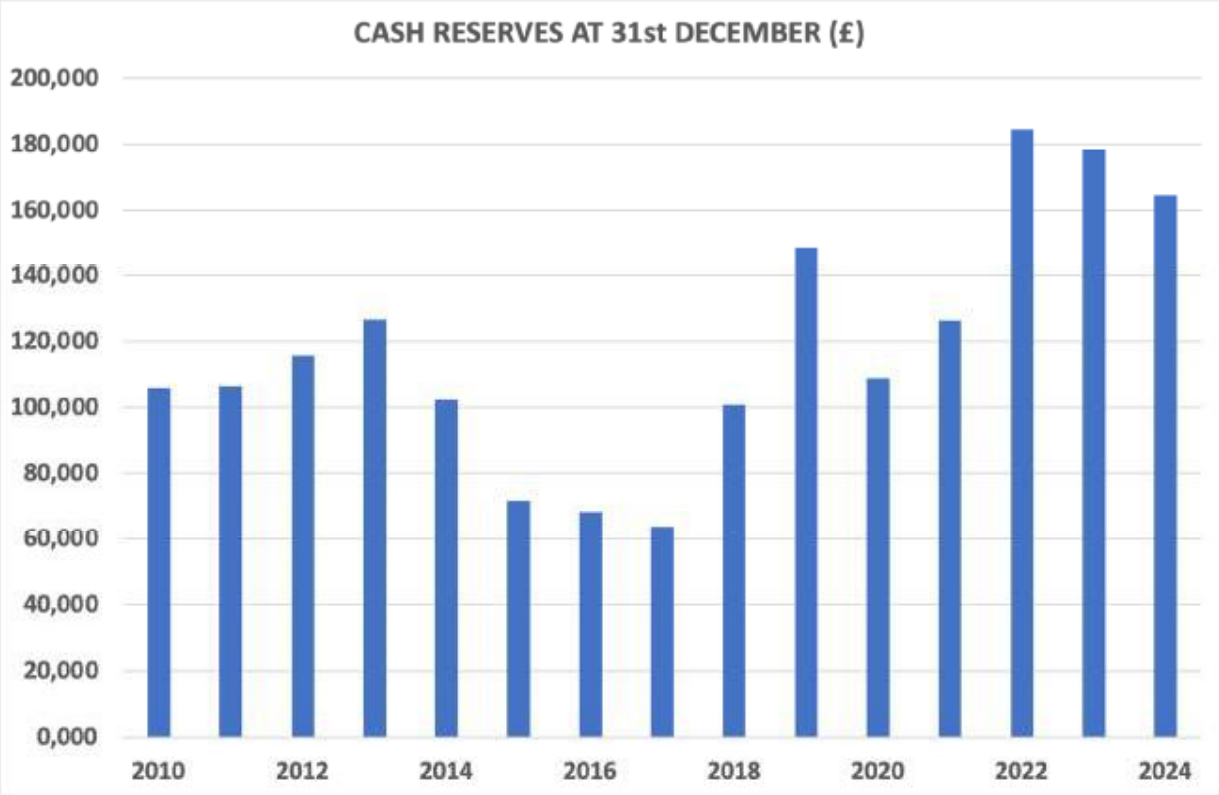
Organizational culture and conduct

Leading by example at all times, the Board of Trustees must work to ensure that the Charity's culture is both healthy and fit-for-purpose and reaches all parts of the organisation and is fully evident to all key external stakeholders. Our culture refers to our patterns of behaviours, our rituals, the values that we share and the accepted norms and standards of behaviour. The right culture underpins our success by helping to motivate staff and reduce key staff turnover. It helps to grow licensee revenues and to attract all forms of external funding. By guiding acceptable behaviour and showing zero tolerance for unacceptable behavior, it also helps to mitigate key risks, especially those related to safeguarding. The right culture therefore underpins the Charity's long term performance and success. Indeed it defines its existence. Further progress has been made moulding the culture of the enlarged organization to create the lasting foundations of a harmonious and more unified working environment, as evidenced by staff and licensee stability and increased working synergies between the licensee activities and the Youth Programme. However, a good culture requires constant effort and attention; there is never any room for complacency. This remains a priority in 2025 and beyond for the Charity's key culture carriers - its leadership team.

Conclusion

Every year brings fresh challenges and 2024 was no different. Team Hogarth performed very well delivering another year without any safeguarding incidents, expanding the Youth Programme's scope and reach, building license fees and controlling costs to offset still elevated levels of inflation.

Evidencing robust financial controls and a sound understanding of the Centre's cost dynamics, total Centre net operating costs in 2024 of just under £105,000 were on budget and little changed from 2023 (£104,755). Higher than budgeted costs for PROJECT 2024 were almost completely offset by higher grants and donations and other sources of income. However, there was an overall cash deficit which, for the second consecutive year, reduced the Charity's year end cash balance by £13,798, per the chart below.



Given practical limits to continued license fee growth, in 2025 we must rely in part on lower expected gas and electricity costs and reduced maintenance expenditure to reverse this declining trend in year end cash. 2025 budgetting has therefore set lower cost objectives for both PROJECT 2025 (c.£160,000) and the Centre (c.£100,000). If both objectives are achieved, as I hope they will be, this will mark a very welcome year-on-year cost reduction of approximately £15,000 or some 6%. Our aim remains to build our financial resilience by holding cash reserves at least equal to one year of total operating costs. We ended 2024 with cash (less licensee deposits) of £154,107 which is approximately £106,000 below our 2025 budgeted costs of £260,000. We must therefore continue to add multiple, sustainable sources of external funding to reduce the Charity's structural funding deficit.

Conclusion *(continued)*

We can and must always do more to raise the profile of our work in the local community, continuing to grow our network of Friends of the Hogarth and sourcing new multi-year sponsorship and donation commitments. Signing a new 15 year lease with LBH will improve our ability to secure fresh sponsors and to source grants from outside the London Borough of Hounslow. Once the lease is signed we will be able to focus more effort on grant applications and the search for new sponsors.

2025 has begun well, but not without its fresh financial challenges. We have already received two HAF grants from LBH and have scheduled our sixth wine tasting event at the Centre on 10th July 2025. In the first five months of 2025, total donations are trending some 20% higher than the comparable period in 2024. We thank every donor, sponsor and grant provider for their much needed support, especially given their funding constraints in the current inflationary environment. However, license fees thus far in 2025 are trending slightly below 2024 because it has taken longer than expected to fill a vacant room by a long term licensee and, for whatever reason, the market demand for one-off events seems slightly softer than 2024. We have had to pay an unexpected VAT request from LBH for historic services from their sub-contractors and are also having to contest our partial VAT exemption with our gas supplier.

The Youth Team's strategic pivot to increase outreach efforts and their constant efforts to refresh the offering continues to show positive results. PROJECT 2025 attendance levels in the four month period January to April have increased by 5%.

Being a trustee of a youth & community centre is not a sinecure. It involves a very big personal time commitment and brings many unexpected challenges which must always be dealt with promptly and professionally. I must thank my three fellow trustees for giving another year of much valued service to the Charity.

This is a small charity and the Board of Trustees relies on a small number of individuals to maintain our service to the local community. Our thanks to Denny Anthony our Youth Officer and his entire team which is co-led by Senior Youth Worker Naomi Alleyne. They constantly refresh and adapt the Youth Programme. In 2024 their commitment, drive and hard work brought new records for the number of days of service, attendees and attendances and did so without incurring any safeguarding incidents. To see the joy and happiness of so many young people whilst attending the Youth Programme and to hear of so many positive outcomes arising from early intervention is a very positive motivating force for us all to continue our important work.

The Charity's small, but super efficient operating team comprises Dani Karas our Centre Manager, Jamilla Amra our Accounts Manager and a small team of support staff including Meredydd Howells and Adebayo Onipede. They all work part-time for the Charity, yet they always give it top priority and go the extra mile without being asked. We thank them for choosing to work for our Charity.

Per our 2025 objectives, we have set ourselves some challenging new goals which as a team we must strive to achieve. One aspect of our core culture is a desire for continuous improvement. We are as ever determined to elevate our profile, extend our commununity reach and so do more to help more young people in our local community. As I always say, the best is yet to come.

2025 strategic and operational priorities
Progress on the following objectives is to be reviewed and discussed at trustee meetings during 2025.

Charity's rolling objectives

1. To maintain the highest standards of safeguarding, strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of all young people who attend the Centre.
2. To protect the Charity's reputation and resources, financial and other, minimising all operating waste and inefficiencies wherever possible.
3. To review, update and display on the Charity's website all of its key policy documents, building awareness amongst all Centre users of our expected standards of behaviour and policies and reinforcing a strong culture of willing compliance.
4. To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and energy and so build a unified Charity.

Charity's 2025 key objectives

1. To deliver PROJECT 2025 within the agreed budget of approximately £160,000, enriching its contents and broadening its appeal to grow the population of young people attending from 377 (2024) and to increase the attendance frequency from 4,443 (2024) closer to 5,000, preparing the ground to apply for the Gold Quality Mark with London Youth.
2. To build key stakeholder relationships, especially with local donors and businesses to build our pool of regular donors and sponsors, targeting total donations including Gift Aid in excess of £40,000.
3. To host at least one successful fund-raising event with a target fund raise of £10,000 to support PROJECT 2025's Summer Programme, that builds our network of Friends of the Hogarth and extends our list of and deepens our relationships with local residents and sponsoring organisations.
4. To continue to apply for multiple local grants to raise more than £25,000 for PROJECT 2025.
5. To generate total license fees of at least £180,000 in 2025 without incurring any bad debtors and to run the Centre within its operating budget of approximately £100,000, thus enabling a transfer to PROJECT 2026 of at least £75,000.
6. To continue to build awareness of the Centre's space and activities using the Charity's new website and other social media channels, as appropriate and under strict controls, to maximise the Centre's space utilisation and revenue efficiency whilst increasing cross-fertilisation between licensed activities and our Youth Programme.
7. To complete negotiations with our landlord, the London Borough of Hounslow, for a new long-term lease on the building on terms which do not compromise our ability to sustain a vibrant youth service and socially valued community centre over the entire duration of the lease.
8. Working with the London Borough of Hounslow to complete all external building repairs safely during 2025, using funding support from the Thriving Communities Fund Capital and the Communities Energy Fund.

Charity's 2025 key objectives *(continued)*

9. To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic and unnecessary heating and lighting, procuring the lowest cost electricity with the highest percentage of renewable energy sources.
10. To recruit a fifth trustee and so continue to build the skills and diversity of the Board of Trustees and deepen the charity's overall execution and response capabilities.

Fred Lucas
Trustee, Chair

Date: 5th September 2025

CHARITY'S RISK REGISTER

The Board of Trustees constantly scans the horizon for risks which may disrupt operations or threaten the Charity's existence. The Board of Trustees has long adopted a very prudent approach to risk management. This remains entirely appropriate given the heightened funding risks associated with the youth service. Risk mitigation is therefore a key priority and is discussed regularly. The following table summarises the key risks, both internal and external, and the risk mitigations undertaken.

INTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Safeguarding breach	Rare (< 5%)	*Catastrophic* – a material breach of safeguarding rules involving a young person(s) on site could severely damage the Charity's good reputation and ultimately result in the Centre's permanent closure.	The Board of Trustees works very closely with the Youth Officer who lead authors our safeguarding policy and ensures its full implementation. The Youth Officer provides a monthly report to the Board of Trustees which starts with a review of safeguarding. Photographs of the two Safeguarding Officers (Denny Anthony and Naomi Alleyne) are displayed around the Centre and on our website. Regular reminders are sent to all licensees as well as the updated policy document. New and clearer safeguarding signage has been displayed throughout the Centre. A penalty system for minor infringements has been established e.g., if a licensee client enters a safeguarded zone without supervision. Maintenance contractors are asked to work outside of safeguarding hours if possible. CCTV cameras monitor all safeguarded zones 24-7 and this camera system is upgraded periodically. Recordings are used as evidence of safeguarding breaches and to learn. We continue to work on a safeguarding protocol with our neighbour to cover our shared playground. Trustees and staff are expected to take safeguarding training to maintain their awareness of the key risks.	The Board of Trustees. The Youth Workers. The Centre Manager. All licensees and all of their clients. All Centre users including visiting contractors and suppliers.

INTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Loss of near term liquidity	Unlikely (5% - 20%)	*Manageable* – barring a very material unforeseen expense, the impact of a single licensee default on the charity's liquidity is generally manageable, albeit unwelcome and to be avoided. The closure of the Centre, as occurred for almost three months in 2020, and further operating restrictions in Q1 2021 depleted the Charity's free cash position.	Licensees are monitored and as necessary pursued by the Centre Manager to ensure prompt and full payment of monthly license fees. Licensees must pay via bank transfer – all cash and cheque payments have been stopped. The Charity has a small financial reserve which is a protective buffer should license fees stop. Our goal is to maintain one year of expenses as a reserve. All of the Charity's cash is deposited with a high quality, global financial institution (HSBC) in accounts with immediate access. Our bank accounts are checked regularly by trustees and the Accounts Manager.	The Board of Trustees. The Centre Manager.
Licensee churn	Probable (20% - 50%)	*Manageable* – a temporary loss of license fees is manageable provided the vacated space is filled within 1-2 months.	License agreements for long-term licensees include a three-month notice period which gives the Centre Manager time to look for alternative licensees. New licensees are partly selected based on the duration that they will license the space.	The Centre Manager.
Licensee default	Unlikely (5% - 20%)	*Material* – loss of revenue if a licensee fails to pay their monthly license fee can reduce funding available for the youth service.	The Centre Manager monitors all licensee activities, ensuring they remain viable. Before being offered a space, all new licensees must complete a KYC form which requires two references and information on the business's ownership and funding. Preference is given to proven businesses rather than start ups. The Centre Manager sends the Board a monthly debtors report. Failure to pay license fees represents a breach of contract and notice may be served on the defaulting licensee, requiring them to vacate. All licensees pay a deposit of at least one month which may be withheld. An annual license fee revenue forecast is provided monthly by the Centre Manager.	The Board of Trustees. The Centre Manager. All licensees.

INTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Loss of key personnel	Unlikely (5% - 20%)	*Material* – although subject to a notice period, if either the Youth Officer or Senior Youth Worker were to leave or become unavailable to work due to poor health or other reasons, delivery of the youth programme would be at risk as would its local franchise and standing. Unwanted staff turnover loses valuable Centre specific knowledge and expertise. It also consumes time finding and training replacement staff.	Working closely with the youth team, promoting transparency across the entire organization and paying a fair remuneration appropriate to each role, the Board of Trustees looks to build staff loyalty. By continuing to improve organisational culture and imposing a zero tolerance for unacceptable behaviours, we create an environment where people are respected and empowered and want to work long term for the Charity. Remuneration is as competitive as the Charity can afford. In 2024 the Charity committed to pay no less than the London Living Wage.	The Board of Trustees. The Youth Officer. The Centre Manager.
Unexpected Centre maintenance and operating expenses	Probable (20% - 50%)	*Manageable* – the building which we lease from LBH is old and historically has been quite poorly maintained. Unexpected essential maintenance with a material cost can reduce the funding that is available for the youth programme. The same would apply given substantial increases in certain operating expenses such as for gas and electricity supplies.	A maintenance review of the Centre was completed in 2019 which resulted in a list of maintenance priorities. Only essential maintenance was done in 2020 and 2021, but in 2022 some much needed redecoration and refurbishment was completed. Licensees are responsible for maintaining their spaces in a safe and secure state and, upon vacating, ensuring that their space is as it was when they signed their license. LBH is responsible for the Centre's roofing and windows.	The Board of Trustees. The Centre Manager. All licensees. LBH.
Theft of assets	Unlikely (5% - 20%)	*Manageable* – the Charity does not own any high value, mission critical physical assets. Staff are responsible for the security of their work mobile phones and laptop computers.	CCTV cameras monitor all points of access and corridors 24-7. The Charity has a rolling contract with Securitas for a call alert and rapid response intervention if the building's alarm system is activated. The last licensee leaving the building is responsible for locking the front door and initiating the alarm system. Licensees are responsible for the security of their assets and must keep their spaces secure. The Charity maintains an insurance policy to cover losses.	The Centre Manager. The Youth Team. All licensees.

EXTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Lease expiry	Unlikely (5% - 20%)	*Catastrophic* – our lease with LBH expired in November 2024. If the lease is not ultimately renewed, the Charity may be forced to close. Grant providers, donors and sponsors are wary about funding a programme which may be terminated if there is no long term lease in place. Key staff are becoming more concerned about their long term careers and long term licensees are also increasingly concerned about their activities.	The Board of Trustees works to ensure that the Centre is maintained to ensure safe operations at all times. By building a successful track record of an independent, dynamic and valued youth service which is as securely funded as it can be, the Board of Trustees expects to agree a new lease long-term with LBH. We believe that LBH is close to offering lease terms to us for a period of 15 years and we are discussing grants for LBH to undertake extensive repairs to the basic fabric of the building.	The Board of Trustees. LBH.
Cyber fraud	Rare (< 5%)	*Material* – if the Charity's Bank accounts were hacked and money stolen, this would threaten both its liquidity and solvency.	Online banking login details are confidential and restricted to two trustees and the Accounts Manager via their personal security devices and mobile phones. Both trustees log in regularly to review all accounts and check for any suspicious transactions which are then investigated promptly. The Charity's bank account details are only shared with bona fide donors, grant providers and sponsors. The Chair has participated in an on-line Cyber fraud prevention tutorial and promptly shared all key learnings with all Trustees and staff. Deposits held in a bank (HSBC) that is highly rated and authorised by the Prudent Regulation Authority are protected up to £85,000. The deposit protection limit applies to the total eligible deposits of each person, per PRA-authorised firm. The government may raise the protection limit materially.	Board of Trustees. The Centre Manager. The Accounts Manager.

EXTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Personal data loss or theft	Rare (< 5%)	*Material* – our reputation would be damaged and confidence in our youth service would be reduced if the personal details of the young people attending the Centre or the Friends of the Hogarth group were lost, stolen or disclosed to the wrong people.	The confidential data on young people is saved on a laptop which is password protected. This laptop is stored securely at the Centre. Confidential data on licensees, suppliers and Trustees is saved on another computer which is password protected. Key statistics on youth user ages, gender, backgrounds, addresses and participation frequency are maintained by the youth team in the secure IYSS database under a contract with LBH. Personal information on the Friends of the Hogarth group is securely stored and only shared on a need to know basis, marked Private & Confidential. Our quarterly newsletter is emailed using BCC so as not to expose recipient's names and e-mail addresses.	Board of Trustees. The Youth Team. The Centre Manager.
Cost inflation	Very likely (50% - 100%)	*Material* – since Russia's invasion of the Ukraine on 24th February 2022 the cost of our gas and electricity supplies has almost trebled. Elevated inflation has also led to higher maintenance and sundry costs as well as higher staff compensation.	License fees are increased every year with the aim of tracking inflation over time. Every effort is made to ensure competitive tendering for all maintenance and supply contracts. Notwithstanding a competitive market, the costs of gas and electricity supplies are outside the Charity's control. Every effort is made to turn off unnecessary lighting and minimise central heating time. It was decided to lock in a fixed unit price for both gas and electricity in 2024 for a 12 month period. Each year the Charity applies for and is granted an exemption from Business Rates.	Board of Trustees. The Centre Manager.

Report for the 12-month period ended 31 December 2024 *(continued)*

Report of the Directors and Trustees for the 12-month period ended 31st December 2024

The Directors and Trustees present the report and the unaudited financial statements for the 12-month period ended 31st December 2024.

Principal Activity

The principal activity of the Company is to promote the benefit of young people of the LBH without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions. This is achieved by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people and to provide an alternative to residential care and custody for young people in trouble.

Organisation

The Company operates from the Hogarth Youth and Community Centre. During the 12-month period ending 31st December 2024 the front office was staffed by Dani Karas, who started in this role in mid-December 2020. For the twelve months to 31st December 2024, Jamilla Amra served as Accounts Manager and the Youth Programme was delivered by the Youth Officer (Denny Anthony, contractor), Senior Youth Worker (Naomi Alleyne, contractor) who called upon a cohort of youth workers to maintain appropriate staff : young people ratios at all times.

Main Activities

The Company's main activities include:

1. Onsite youth programmes for young people aged 8 to 21.
2. Onsite and offsite half term and holiday activities and schemes for the young people.
3. Licensing the Centre's space to a diverse set of appropriate licensees in order to fund building operations and maintenance and partly fund the youth service.

Subsequent Event

On ~~17th~~ September, 2025 the Board of Trustees signed a new lease with The London Borough of Hounslow to continue occupying the Hogarth Youth and Community Centre. The Charity's new lease will run until November 2039.

Report for the 12-month period ended 31 December 2024 *(continued)*

Review of the Financial Activities and Future Prospects

Although we ended 2024 with a loss of £(9,716), the results also showed a number of encouraging trends. The licensing of space at the Centre continues to show good growth with licensee fees excluding net deposit returns of £180,186, an increase of 13% from the previous year. Grants from LBH were also higher than in 2023 at £36,484 (+20%) although other donations and subscriptions were only 2% higher than 2023 at £43,351. The increased level of expenditures to £274,284 (+11%) reflects the increase scope and scale of the Youth Programme and cost inflation. This included the cost of the Summer Holiday Programme that increased 56% to £18,663 and contractor costs that increased by 12% to £172,682. . Other costs were largely flat with utilities down by 8% largely offset by an increase in the cost of building maintenance and cleaning. From the beginning of 2024 we committed to pay staff on an hourly rate no less than the London Living Wage which increased our staff costs.

We are still in the process of renewing our lease with the London Borough of Hounslow ("LBH"). Our lease expired expired on 3rd November 2024 and LBH continues to give every indication that they intend to renew the lease for 15 years from that date. We expect to receive a draft containing acceptable terms in the near future. In addition, we are in the final stages of discussing grants from LBH to complete major renovations to the fabric of the building.

Our cash balances are held with HSBC in three accounts and with PayPal. Some donations are paid into the PayPal account and, as at 31st December 2024, there was a nil balance on this account. A small amount of petty cash is securely stored at the Centre. Overall, our liquidity position remains healthy and we ended the year with cash balances in the bank of £164,747 (2023 £178,545).

Directors and their interests

The Directors during the 12-month period ended 31st December 2024 are shown on page 3.

Auditors

The accounts are not required to be audited because the turnover of the Company is below £1M.

Company Exemption

For the 12-month period ended 31st December 2024, the Company was entitled to exemption under Section 477 of the Companies Act 2006. No members have required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476. The Directors and Trustees acknowledge their responsibility to:

1. Ensure the Company keeps accounting records which comply with the act.
2. Prepare accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year in accordance with Sections 394 and 395, and which otherwise comply with the applicable requirements of the Companies Act relating to the accounts.

Approved by the Board of Directors and signed on its behalf.

Jonathan Walker
Director
Date: 5/9/25

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2024 *(continued)*

Report of the Independent Examiner

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2024.

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 ACCA 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.

Colin Airey FCCA
George Hay Chartered Accountants
Brigham House, High Street ,Biggleswade
Bedfordshire, SG18 0LD

Date: 18/09/2025

HOGARTH CHARITABLE TRUST COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024
INCOME & EXPENDITURE

	Notes	2024 Unrestricted Centre Operations	2024 Restricted Youth Service	2024 Total	2023
		£	£	£	£
INCOME					
LBH Grants	3	0	36,484	36,484	30,312
Other Grants and Donations & Sponsorships	3	0	43,351	43,351	42,692
Licence Fees	4	123,676	0	123,676	116,605
Halls & Other	4	56,510	0	56,510	42,776
Canteen & Memberships		0	2,954	2,954	5,205
Bank interest		1,593	0	1,593	1,195
Total Incoming Resources		**181,779**	**82,789**	**264,568**	**238,785**
EXPENDITURE					
Canteen Supplies		0	0	0	1,865
Depreciation		3,155	0	3,155	4,803
Holiday Projects		0	18,663	18,663	11,930
Youth Sessions		0	5,471	5,471	1,470
Grants & Other Projects		0	2,931	2,931	4,461
Building Security		983	0	983	951
Utilities	5	28,602	0	28,602	31,221
Building Maintenance & Cleaning	6	30,957	0	30,957	25,025
Sub Total		**63,697**	**27,065**	**90,762**	**81,726**
MANAGEMENT & ADMINISTRATION					
Contractors	7	32,355	140,327	172,682	153,649
Accounts review	8	828	0	828	804
Administrative costs	9	5,367	834	6,201	6,922
Bookkeeping & Legal Fees		2,304	0	2,304	2,374
Clubs for young people insurance		0	1,197	1,197	714
Trustee public liability insurance		310	0	310	517
Sub Total		**41,164**	**142,358**	**183,522**	**164,980**
Total Expenditure		**104,861**	**169,423**	**274,284**	**246,706**
Net incoming resources in year		**76,918**	**-86,634**	**-9,716**	**-7,921**
Balances b/fwd 31 Dec 23		112,478	47,907	160,385	168,306
Transfer of Funds		- 70,000	70,000	0	0
Balances c/fwd 31 Dec 2024		**119,396**	**31,273**	**150,669**	**160,385**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

BALANCE SHEET AT 31 DECEMBER 2024

	Note	2024	2023
		£	£
FIXED ASSETS			
Net tangible assets	10	2,928	6,083
CURRENT ASSETS			
Debtors	11	-3,711	1,372
Other debtors & Prepayments	11	2,295	1,283
Cash at bank and in hand		164,747	178,545
		163,331	181,200
CREDITORS: Amounts falling due within one year	12	-15,590	-26,898
NET CURRENT ASSETS		147,741	154,302
NET ASSETS	13	150,669	160,385
FUNDS			
Unrestricted	14	119,396	112,478
Restricted	15	31,273	47,907
TOTAL FUNDS		150,669	160,385

In approving these financial statements as Directors of the Company we hereby confirm the following:

For the year in question the company was entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the Company to obtain an audit for its accounts for the year in question in accordance with Section 476.
2. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provision applicable to companies' subject to the small companies' regime.

The accounts were approved by the Trustees and Directors on

Jonathan Walker
Director

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the 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).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include financial instruments at fair value. The principal accounting policies adopted are set out below.

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - Charities SORP (FRS 102) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A and the Charities Act 2011.

Income

Donations and other income are accounted for when they are received, with the exception of restricted funds. Interest from deposit accounts is disclosed on a cash basis, where the effect is not materially different from using the accruals basis.

Expenses

Expenses are accounted for on the accruals basis.

Fund Accounting

The General Fund represents funds for use at the Company's discretion. The Restricted Funds represent funds given by the donors for specific projects.

Tangible Fixed Assets

Fixed assets are shown at historical cost and depreciation is provided, after taking account of any grants receivable, at the following rates in order to write-off each asset over its estimated useful life. The reducing balance is used for motor vehicles and equipment whilst original cost is used for property improvements.

	2023 and 2024
Motor vehicles	25%
Equipment	25%
Property improvements	10%

2. TRUSTEE / DIRECTOR EMOLUMENTS

The Trustees of the Company did not receive any emoluments or any expenses during the year.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2024

3. GRANTS AND DONATIONS

During the year, LBH awarded the Charity four grants totalling £36,484. The overall amount of £43,351 for Other Grants and Donations & Sponsorships in 2024 comprised the following:

Donations not eligible for Gift Aid	27,769
Gift Aided Donations	7,454
HMRC Gift Aid	2,312
Plane Save Credit Union	1,996
Analytical People	670
Gavin Graham	600
Bown Design & Build	500
Cornel Lucas Archive	500
Helicon Health	500
Whitman & Co	500
Kevin Mitchell	400
Hair @ No3	150
	43,351

4. LICENSE FEES

The 13% increase in fees for 2024 as detailed below was primarily due to fuller multi-user space utilisation and an inflationary increase in license fee levels. The five largest single user license fees represented 56% of the total.

	2024	2023
	£	£
Chinese Medicine	12,528	12,168
Dojo	25,690	20,963
Fitnessology	20,760	20,160
Little Forest Folk	27,876	26,556
Little Kickers	3,894	4,655
Mannan Education	12,024	11,643
RCCG	13,344	12,960
Gala Bell	7,560	7,500
Halls & Other	56,510	42,776
	180,186	159,381

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2024

5. UTILITIES

	2024	2023
	£	£
Electricity	9,722	7,572
Gas	17,007	25,882
Water	1,873	-2,233
	28,602	31,221

The decrease of 20% in total electricity and gas charges for 2024 was due to a new lower cost gas supply contract. The water bill is not comparable since we were given a refund for previous overcharging in 2023. Excluding this refund, underlying water costs increased by 24.7% from £1,502.

6. BUILDING MAINTENANCE & CLEANING

	2024	2023
	£	£
Building Maintenance	15,571	10,914
Cleaning	15,386	14,111
	30,957	25,025

The 9% increase in cleaning costs in 2024 is due to an increase in the hourly rate paid to the cleaner and more hours required to clean the Centre as space utilisation increased. Building maintenance expenditure increased by 42% in 2024 and comprised of the following items:

Annual equipment and system maintenance	1,928
Plumbing & Heating	4,080
LBH Service Contract	2,488
Various repairs	2,697
Various Equipment	4,378
	15,571

7. CONTRACTORS

Contractor service costs amounted to £172,682 and were paid to Dani Karas as Centre Manager and to the Youth Team. As licensed activities increased during 2024, the Centre Manager's hours and hourly rate were both increased during the year as were the hourly rates paid to the Youth Team.

8. ACCOUNTS REVIEW

We have contracted with George Hay Chartered Accountants to act as our independent examiner. This firm has agreed to examine our accounts for 2024 at a basic rate of £690 plus VAT at 20%.

9. ADMINISTRATIVE COSTS

	2024	2023
	£	£
IT	1,708	328
Office Supplies	248	30
Telephone	1,249	1,196
Sundry	2,996	5,368
	6,201	6,922

Sundry expenses of £2,996 include printing £171, training £325, licenses & memberships £1,259, DBS checks £200 and other items £1,041.

10. TANGIBLE FIXED ASSETS

		Assets	Total
		£	£
Cost	At 1 January 2024	27,492	27,492
	Additions	0	0
	At 31 December 2024	27,492	27,492
Depreciation	At 1 January 2024	21,409	21,409
	For the year	3,155	3,155
	At 31 December 2024	24,564	24,564
Net Book Value	At 31 December 2023	6,083	6,083
	At 31 December 2024	*2,928*	*2,928*

In 2024 there was no tangible fixed asset additions. The cost of the new website was fully expensed.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2024

11. DEBTORS

	2024	2023
	£	£
Licensee Debtors	-3,711	1,372
Prepayments & Other Debtors	2,295	1,283
	-1,416	2,655

Licensee debtors and other debtors are detailed as follows.

Licensee Debtors	2024 £
Stardust Arts	40
Overpayments	-3,751
	- 3,711

Prepayments & Other Debtors	2024 £
YS insurance	297
H&S services	297
PI & Trustree annual insurance	344
MPLC umbrella license	294
Securitas	84
Dec 24 qrt gift aid claim	979
	2,295

The overpayment of £3,751 is a result of some licensees choosing to pay January 2025 fees in advance of invoicing.

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade Creditors	4,122	9,251
Accruals	828	967
Licensee Deposits	10,640	12,590
Deferred Income	0	4,090
	15,590	26,898

	Creditors
Castle Water	171
LBH	1,299
TGP (Gas)	2,652
	4,122

	Accruals
Examiner	828
	0
	0
	828

Licensee deposits of £10,640 comprise the following: Little Forest Folk (£2,380), Reformed Christian Church of God (£1,050), Martial Arts Studio users (£433), Halls (£2,310), Chinese Medicine (£813), Fitnessology (£1,674), Gala Bell (£1,200) and Little Kickers (£780).

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2024

13. NET ASSETS: ANALYSIS BY FUNDS

	Unrestricted Fund	Restricted Fund	Total
	£	£	£
Fixed Assets	0	2,928	2,928
Net Current Assets	119,396	28,345	147,741
Net Assets	119,396	31,273	150,669

14. UNRESTRICTED FUND: ANALYSIS

At 1st January 2024	112,478
Net Incoming Resources	76,918
Total	189,396
Transfer of Funds	-70,000
At 31st December 2024	119,396

15. RESTRICTED FUND: ANALYSIS

At 1st January 2024	47,907
Net Incoming Resources	-86,634
Total	-38,727
Transfer of Funds	70,000
At 31st December 2024	31,273

Since the beginning of 2019 the Charity assumed full funding responsibility for the Youth Programme. Since then and at the end of every year, a transfer of cash is made from unrestricted deposits to restricted deposits in order to part fund the Youth Programme in the following year. On 28th December 2024 an amount of £70,000 was transferred from unrestricted accounts to the restricted account to eliminate the 2024 year-end deficit on the latter and to provide part funding for the Youth Programme in 2025 (PROJECT 2025).

16. CASH FLOW RECONCILIATION

	Dec 24	Dec 23
OPERATING ACTIVITIES		
Surplus for the Year	-9,716	-7,921
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	5,083	-144
Depreciation - Equipment	3,155	4,803
Other debtors	-979	543
Prepayments	-33	565
Accounts Payable	-5,129	154
Accruals	-139	-596
Deferred Income	-4,090	2,779
Licensee Deposit	-1,950	-1,540
Net cash provided by Operating Activities	-13,798	-1,357
INVESTING ACTIVITIES		
Fix Asset (F&F and Equipment)	0	-5,324
Net cash provided by Investing Activities	0	-5,324
Net cash decrease for period	-13,798	-6,681
Cash at beginning of period	178,545	185,226
Cash at end of period	164,747	178,545

As per Note 12, £10,640 of the period end cash is comprised of licensee deposits which may be returned to individual licensees if they choose to vacate the Centre without breach of contract.

The Charity's underlying free cash, excluding licensee deposits, therefore decreased by 7% from £165,955 to £154,107 at year end 2024.

For fiscal year 2025, the Board of Trustees have agreed to set up a reserves policy. The reserves, which will be taken from the Charity's free cash, will be sufficient to cover all contractual obligations in the event that the charity ceases to be viable.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

England & Wales - Charity number 1084019

Accounts

HOGARTH CHARITABLE TRUST COMPANY LIMITED

(A Company limited by guarantee)
Company No. 4000559

A REGISTERED CHARITY No. 1084019

Report and Financial Statements
For the 12-month period ended 31 December 2023

HOGARTH CHARITABLE TRUST COMPANY LIMITED

REPORT AND ACCOUNTS
For the 12-month period ended 31 December 2023

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2023

INTRODUCTION

Charitable Status
The Hogarth Charitable Trust Company Limited (the "Charity") is a UK private company limited by guarantee without share capital, number 4000559 and a registered charity, number 1084019.

Registered Office and Principal Address
Hogarth Youth & Community Centre (the "Centre")
Duke Road
London W4 2JR

Bankers
HSBC Bank plc
281 Chiswick High Road
London W4 4HJ

Independent Examiner
Colin Airey FCCA – George Hay Chartered Accountants
Brigham House
High Street, Biggleswade
Bedfordshire SG18 0LD

Solicitor (Honorary)
Jonathan Walsh – Sutton-Mattocks & Co LLP
5 Castle Row
Horticultural Place
Chiswick, London W4 4JQ

Governing Documents
The provisions regulating the purposes and administration of the charity are governed by the Memorandum and Articles of Association of the limited company.

Nature of business
Standard Industrial Classification Code ("SIC") 88990 - Other social work activities without accommodation not elsewhere classified.

Directors and Trustees
The following individuals served as Directors and Trustees during the period ending 31st Dec 2023:

Director & Trustee	Date of Appointment
Fred Lucas (Chair)	30th January 2012
Jonathan Walker	4th February 2020
Anthony Bowden	10th November 2022
Jeannetta Orton	3rd May 2023

During the period ending 31st December 2023, no Trustee received nor waived any remuneration, benefits or expenses (2022 - Nil).

Trustee meetings occurred five times during this twelve month period on the following dates:

25th January 2023
20th April 2023
13th July 2023
26th October 2023
7th December 2023

During the year, the search for new Trustees resulted in the appointment of Jeannetta Orton on 3rd May 2023. She is the Company's thirteenth Director since its incorporation on 24th May 2000. The names of all prior Directors of the Company are listed below.

1. Timothy John Knight Oakley was a Director from 24th May 2000 until 5th December 2013.
2. Catherine Mary Williams was a Director from 24th May 2000 until 7th September 2011.
3. Paul Eric Clampin was a Director from 20th November 2006 until 7th September 2011.
4. David Neil Bentley QC was a Director from 1st September 2009 until 5th December 2013.
5. Paul Clabburn was a Director from 27th September 2012 until 22nd November 2013.
6. Patrick Brougham was a Director from 8th October 2012 until 30th September 2019.
7. Basil George Fraser was a Director from 26th February 2012 until 9th April 2021.
8. Pam Frances Morrow was a Director from 24th July 2020 until 2nd February 2021.
9. Raj Parkash was a Director from 16th September 2021 until 24th October 2022.

CHAIR'S STATEMENT

This is my fifth annual statement as Chair of the Board of Trustees. It is addressed to all stakeholders in the Charity. The period under review in this report marks the fifth full year of the Charity funding and delivering the Youth Programme independently from the London Borough of Hounslow.

2023 strategic and operational priorities – progress report

I report on the progress made on the key strategic and operational priorities which I set out in my statement in the 2022 Report & Accounts.

Charity's rolling objectives

1. To maintain the highest standards of safeguarding, thus strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of young people. I am pleased to report that there were no safeguarding incidents during 2023. I believe that this reflects the absolute priority given to safeguarding and the unwavering efforts made by all youth workers, centre staff and trustees to remain ever vigilant and to embed safeguarding as a core part of the Charity's culture. Safeguarding is a standing agenda item at meetings of trustees and is also addressed in every monthly report from both the Youth Officer and Centre Manager. In 2023 all trustees and the Centre Manager successfully completed the NSPCC's training course. As a Trustee, Jeannetta Orton kindly agreed to assume specific board responsibilities for safeguarding. During the year, in order to enhance the protection of safeguarded zones for young people we added new coded doors in the Centre, improved fire doors and a new security gate in our courtyard. Safeguarding related building refurbishment remains a priority.

2. To protect all of the Charity's resources, financial and other, minimising operating waste and inefficiencies wherever possible. Utilities, specifically gas and electricity, are the Charity's largest single cost category after staff costs. Working with the Centre Manager, the Charity secured new 12-month lower cost contracts with credit worthy suppliers of gas (TOTAL) and electricity (Scottish Power) which commenced in January and April 2024 respectively. In 2023 the Charity also secured a material VAT rebate from its water supplier, Castle Water. Unfortunately, the Centre continues to suffer from poor insulation due to old, single pane windows. As part of our lease renewal negotiations, we are working with LBH to secure funding to replace the Centre's windows with new double pane PVC-framed windows.

3. To review and update as appropriate the Charity's three key policy documents related to Diversity, Health & Safety and Safeguarding, ensuring full compliance. These documents are periodically reviewed by trustees and senior members of staff and updated appropriately. The Charity continues to build the diversity of its trustees and staff to reflect better the profile of young people that it serves.

Charity's rolling objectives *(continued)*

4. To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and energy. All trustees and members of staff are key culture carriers. In any given year the Charity relies on license fees from around one dozen regular and 50-60 short term licensees. Every effort is made with both cohorts as well as all suppliers who visit the Centre to reinforce our culture and values, prioritising safeguarding and safe activities at all times. Further efforts were made during the year to encourage long term licensees to work with the young people attending the youth programme. There is still more work to be done to unify the community centre activities and the Youth Programme.

Charity's 2023 objectives

1. To grow the population of young people attending our Youth Programme with a particular focus on building the cohort of young people aged 13 to 18 years whilst continuing to build the total young person attendance frequency to over 5,000, by increasing our outreach efforts and improving the appeal and relevance of PROJECT 2023, so preparing the ground to apply for the Gold Quality Mark with London Youth. Our outreach efforts were materially increased during 2023 forming stronger working partnerships with Bolder Academy, Cavendish Primary School, Chiswick House & Gardens, Chiswick School and Dukes Meadows Trust. In September 2023, the Youth Team began a six month project of mentoring and support for young people in Years 7, 8 and 9 at Chiswick School called *Get Off The Fence*. Our Summer Holiday Programme in July and August was expanded to 5-day weeks (a total of 19 days vs 16 days) and we took 27 young people on the Isle Of Wight Residential (vs. 18 in 2022 and 12 in 2021). In all, our Summer Programme served over 200 young people who attended 950 times, a similar level of participation to 2022. Notwithstanding the aformentioned efforts and encouraging holiday participation rates, for the full year total attendances of 3,447 were 5% lower than 2022 and clearly some way below our target of more than 5,000 attendances which remains one of our key targets.

2. To build key stakeholder relationships, especially with local busineses, schools and other Youth Clubs near to the Centre. We have continued to build our network of Friends of the Hogarth which at year end 2023 numbered over 300 individuals. This network includes many local residents and representatives from local businesses, schools and other youth clubs. As trustee, in October 2023 Tony Bowden kindly agreed to assume specific board responsibilities for fund raising. Tony has started to approach local businesses with a view to building a portfolio of local sponsors in order to reduce our annual structural funding deficit. As a welcome initiative of Sally Chacatte (W4 Youth Hub), in May 2023 we hosted the first meeting of representatives from other youth clubs in the area to encourage sharing of best practice and information on the various programmes offered. The young people made two visits to Chiswick House & Gardens and in May they completed an art project which formed part of the Black Chiswick through History 2023 project.

Charity's 2023 objectives *(continued)*

3. To maximise the social value generated by the Centre's operations by providing more free space, if not licensed, to help a diverse range of disadvantaged groups, thus building the Charity's broader social purpose and relevance. If the Centre has idle, unused space, it may be offered to other charities without charge. We continue to give the café and lower hall to Hogarth Gateway, a charity working with mentally disabled young adults. Every Friday evening they bring 30-40 people to the Centre to enjoy its facilities. We also worked with West London Welcome to provide a meeting space for refugees to the UK who were being temporarily housed by the government in Chiswick. This initiative ceased when the government moved the refugees away from accommodation in Chiswick to other areas.

4. To host at least one successful fund raising event with a target fund raise of £10,000 to support an expansion of PROJECT 2023's Summer Programme, that builds our network of Friends of the Hogarth and extends our list and deepens our relationships with local residents and multiple sponsoring organisations. On a gloriously sunny evening, wine expert Tim Syrad hosted a joyous fourth wine tasting at the Centre on 13th June. The evening was sponsored by six local companies (Analytical People, Bown Design & Build, Cornel Lucas Collection, Helicon Health, King's Tennis Centre and Whitman & Co.) and was attended by 55 people, primarily local residents. Seat sales (£3,147), multiple donations (£775), a blind auction for a VIP dinner at La Trompette (£500), raffle ticket sales (98 sold for £980) and the aforementioned sponsorships (£3,700) raised £8,649 after costs for the Summer 2023 Holiday Programme, enabling us to expand the number of Residential attendees from 18 to 27. Once again we thank all participants and our host Tim Syrad for their generosity and support.

5. To continue to apply for multiple local grants to raise more than £10,000 for PROJECT 2023. We applied for and received five grants during 2023: Your Neighbourhood (Councillor Peter Thompson), Thriving Communities Revenue Fund (LBH) and three separate grants from the Hounslow Holiday Activities and Food Fund (HAF). Total grants received in 2023 from LBH which were ring-fenced for Project 2023 were £29,312, thus surpassing our target. An additional grant of £1,000 was also received for general Centre refurbishment.

6. To generate total license fees of at least £160,000 in 2023 without incurring any bad debtors whilst ensuring that all licensee payments are via bank transfer only. License fees in 2023 increased 13% to £159,381 which is just shy of our target for the year of £160,000. License fees were paid by six long term licensees, eight repeat licensees and 46 ad hoc users of the Centre's halls and cafe. Ad hoc licensee activities in 2023 were very diverse and included the following: an art club, baking and cookery lessons, birthday parties for children and adults, Chinese language tuition, an Eid party, self-defence classes, steel drum rehearsals (Stardust Youth Orchestra), a student film shoot, theatre rehearsals and wedding celebrations. All license fees were paid via bank transfer, thus reducing the amount of cash held at the Centre at any given time. Once again the Charity did not incur any bad debtors.

Report for the 12-month period ended 31 December 2023 *(continued)*

Charity's 2023 objectives *(continued)*

7. To continue to build awareness of the Centre's available space and activities through more effective use of social media platforms and search engines and by improving the Charity's website to maximise the Centre's space utilisation and revenue efficiency whilst increasing the cross-fertilisation between licensed activities and our Youth Programme. In mid-2023, we initiated the design and construction of a more informative and more user friendly website. This has taken longer than expected with completion due by mid-2024. The new website will include Google Analytics which will enable us to analyse and better understand our website traffic. Our use of social media platforms remained constrained by safeguarding concerns. During the holiday programmes in 2023, licensee Chiswick Boxing gave free training classes to young people.

8. To progress negotiations with our landlord, the London Borough of Hounslow, for (i) a new long-term lease on the building on terms which do not compromise our ability to sustain a vibrant youth service and socially valued community centre over the full duration of our new lease; (ii) replacement windows for the Centre to improve the building's thermal efficiency. Understandably given the complexities, this specific journey has been a long and at times frustrating one, but I am very pleased to report that LBH has offered the Charity a new 15 year lease to start when our current lease ends in November 2024. Negotiations with LBH have built positive momentum following a meeting in December. Importantly, we are now hopeful that as part of their obligations under the new lease, LBH will agree to replace our windows and make various repairs to our the building's guttering and roofing soon after the new lease commences. This will leave the Charity with a manageable obligation to continue to maintain the interior of the building. Our new long-term lease will provide much needed security to all our staff and licensees. It will encourage corporate sponsors and donors who prize sustainability and it will also facilitate grant applications since most grant providers require secure tenancy of at least three to five years.

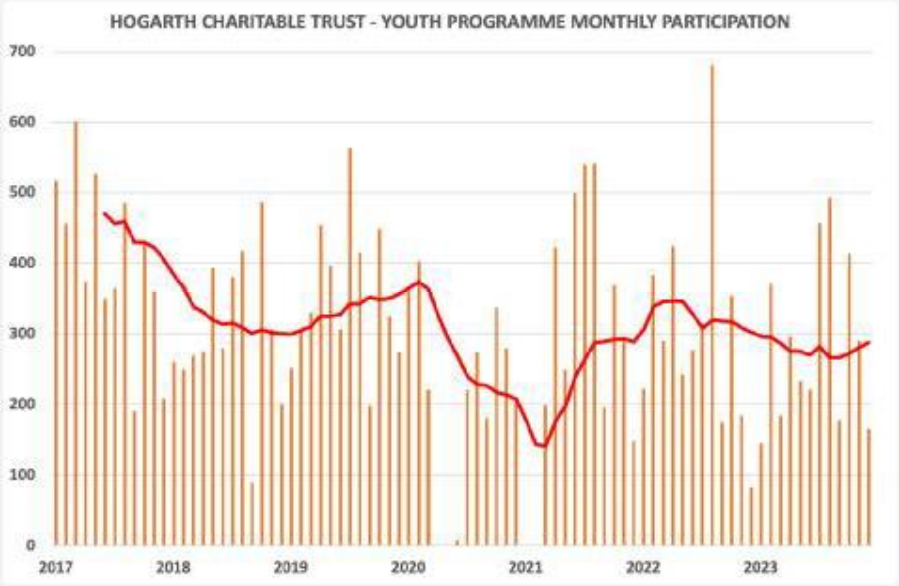
9. To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic and unnecessary heating and lighting. Our gas central heating needs are essentially driven by outside temperatures during the autumn and winter and exacerbated by heat loss through our old windows. The Charity's gas boiler, although replaced in 2019, did not operate very efficiently during the fourth quarter of 2023. In early 2024, we therefore replaced several parts which has since resulted in better heating throughout the building. Licensees are reminded to switch off lighting when leaving their spaces.

10. To recruit a fourth Trustee and so continue to build the skills and diversity of the Board of Trustees and deepen the charity's overall execution capabilities. We successfully recruited a fourth trustee, Jeannetta Orton, who joined the board as a director in May 2023. Jeannetta is a local resident and has very valuable career experience in property law. We ended the year with four Trustees, thus achieving our objective.

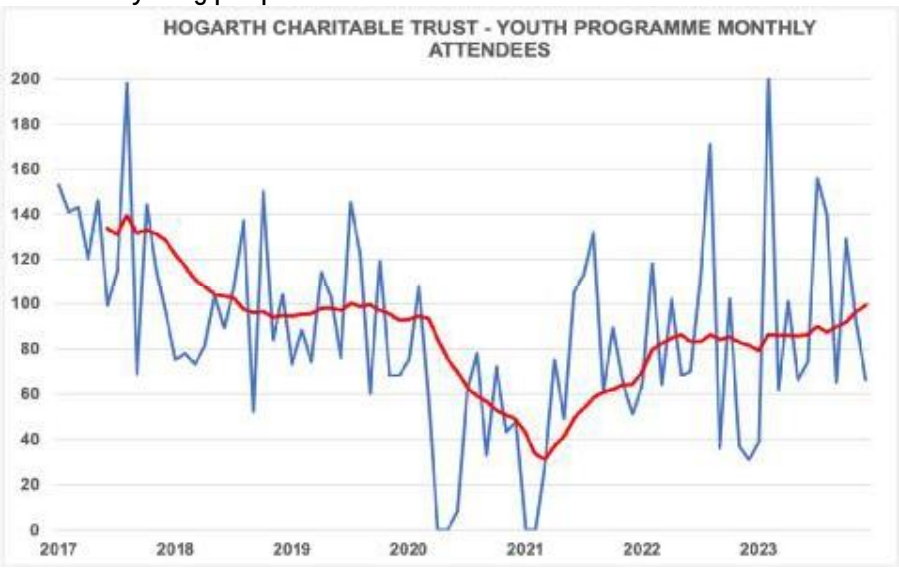
Report for the 12-month period ended 31 December 2023 *(continued)*

The Youth Programme – PROJECT 2023

In 2023, the Youth Team successfully delivered the programme comprising 194 days of uninterrupted service vs. 190 days in 2022. Youth programme attendances decreased by 5% to 3,447 (2022 3,629). The first chart below shows monthly participation data (bars) and the 12-month trailing average (line) from 2017-2023 and therefore includes two years prior to the Charity taking on full responsibility for the youth programme at the start of 2019. The trailing average started to recover in late 2023 and has continued on this upward trend in 2024, reflecting the impact of increased outreach efforts and the gradual return to pre-Covid routines.



Per the second chart, the trailing average number of individual attendees also continued to build during 2023, returning to the pre-COVID levels in 2019 of approximately 100 individuals per month. In 2023, more than 350 young people attended PROJECT 2023.



The Youth Programme – PROJECT 2023 *(continued)*

The budgeted cost of Project 2023 was £122,833. As in prior years, this figure excludes any share of Centre overheads or running costs. The programme was delivered at a total cost of £144,281. The 18% negative cost variance of £21,448 was primarily due to two factors: (i) the holiday programmes required more hours worked by more support youth workers; and (ii) to support the *Get Off The Fence* Project with Chiswick School, we also upgraded our sound studio system at a cost of £5,400. The Summer Residential returned to the Isle of Wight - 27 young people were taken away which is 50% more than 2022 and 125% more than 2021. This required eight youth workers and three minibuses. In all, our Summer Programme served over 200 young people who attended 950 times, a similar level of participation to 2022. In 2023 the cohort of support youth workers was further expanded by the Youth Officer to 21 people of which 15 were called upon and paid during the year. The Charity continues to build the next generation of youth workers. HAF grants enabled us to provide hot and nutritious food to our holiday programme attendees. Our free meals commitment ensured that hundreds of young people were well-nourished throughout all five of our holiday programmes which ran for 37 days. In August we received an unannounced Council inspection because we prepare food onsite. Their report graded our provision of service to be the highest standard of EXCELLENT which is a strong endorsement of the professionalism of our youth team.

Internal stakeholder engagement

A Licensee Forum meeting was established in 2019 in order to strengthen communications amongst licensees. One such meeting was held at the Centre on 21st February 2023 and was attended by many licensees, trustees, the Centre Manager and the Youth Officer. These meetings continue to be a very useful, open format for licensees to raise issues and to suggest improvements to the Centre's operations and to learn about developments and initiatives at the Centre. Ad hoc e-mails were also sent to all licensees by the Centre Manager on behalf of the Board of Trustees updating licensees on fund raising initiatives, Centre maintenance priorities, the appointment of new trustees and reminding them about safeguarding protocols. The relationship between the Board of Trustees and the Centre's cohort of licensees remained constructive and professional throughout 2023. The Centre Manager also communicated directly with licensees regularly via a WhatsApp group.

Centre Operations

Dani Karas successfully completed her third year as Centre Manager and continued to have a very positive impact on all aspects of Centre operations including helping to build valuable synergies with the Youth Programme. A total of 14 long-term and 46 short-term licensees paid to use the Centre during 2023 thus continuing to increase overall space utilisation. Full year license fees increased by 13% with zero bad debtors for a third year. Per the chart below, licensee fees during 2023 reached a record for the Charity. Notwithstanding over £10,000 spent on maintenance and much higher utility costs, a tight hand on all controllable costs meant that the cash generated by the Centre exceeded its running costs. As a result, at the end of December £65,000 was transferred from the Centre Operations Account to the Youth Account to enable the Youth Programme to start PROJECT 2024 with a healthy cash balance of almost £92,000. A £1,000 grant from LBH part-funded the refurbishment of our courtyard which was completed in early September. New tables, seating, lighting and flooring were installed by Meredydd Howells, our super-capable maintenance provider, to make this a much more welcoming space for all users and enhance the Centre's appeal as a community asset.

Governance

How the organisation is structured and steered is ultimately the responsibility of the Board of Trustees. Since assuming responsibility for the youth service at the start of 2019, those responsibilities have increased and changed materially. Denny Anthony is the Youth Officer who leads the youth programme. The Board oversees all activities in the Centre and, in order to perform this oversight function, it relies on three key direct reports: Denny Anthony (Youth Officer), Dani Karas (Centre Manager) and Jamilla Amra (Accounts Manager). Due to funding constraints we remain thinly resourced compared to many other charities which provide similar services with a limited executive function. As Chair of the Board of Trustees, I am responsible for maintaining a fit-for-purpose Board of Trustees which comprises individuals with appropriately diverse backgrounds, a range of required skills, a natural empathy with the Charity's core purpose and sufficient time to contribute meaningfully to Board discussions and other responsibilities which they may be assigned. Finding appropriately skilled trustees with the right mindset for the role is challenging.

In May 2023 Jeannetta Orton joined as the Charity's fourth trustee. Jeannetta is a local resident with some experience of charity work and valuable career expertise in property law. I am particularly keen to build the board's diversity and oversight capabilities and also address the Board's residual skills gaps. The search for a fifth trustee continues in 2024. During 2023, specific lead responsibilities were assigned as follows: Fund Raising - Tony Bowden, Finance – Jonathan Walker and Safeguarding – Jeannetta Orton.

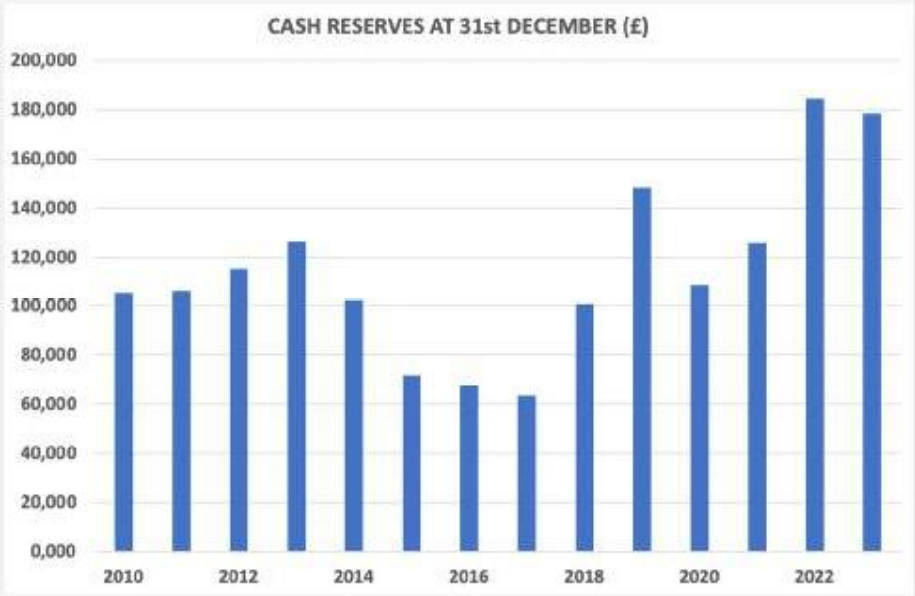
Five meetings of Trustees were held in 2023, all in person. Board meetings were fully informed with an agenda and board pack which was circulated to all attendees in good time before each meeting. Trustees are asked to amend the draft agenda as appropriate before it is finalised. Both the Centre Manager and Youth Officer are invited to add agenda items and to attend meetings of trustees. Both individuals circulate a monthly report to trustees. There were also more regular communications between meetings via e-mail, phone and informal face-to-face meetings. Minutes of each Board meeting are recorded, checked, circulated to all attendees and stored securely. In addition, I circulate a monthly set of management accounts and a summary of key workstreams to Trustees.

Organizational culture and conduct

Leading by example at all times, the Board of Trustees must work to ensure that the Charity's culture is both healthy and fit-for-purpose and reaches all parts of the organisation and is fully evident to all key external stakeholders. Our culture refers to our patterns of behaviours, our rituals, the values that we share and the accepted norms and standards of behaviour. The right culture underpins our success by helping to motivate staff and reduce key staff turnover. It helps to grow licensee revenues and to attract all forms of external funding. By guiding acceptable behaviour, it also helps to mitigate key risks, especially safeguarding. The right culture therefore underpins the Charity's long term performance and success. Indeed it defines its existence. Further progress has been made moulding the culture of the enlarged organization to create the lasting foundations of a harmonious and unified working environment, as evidenced by staff and licensee stability and increased working synergies between the licensee activities and the Youth Programme. However, a good culture requires constant effort and attention; there is never any room for complacency. This remains a priority in 2024 and beyond for the Charity's key culture carriers, its leadership team.

Conclusion

In 2023 an increase in license fees helped to offset a reduction in total grants and donations. Evidencing good financial controls and a sound understanding of the Centre's cost dynamics, total Centre net operating costs in 2023 of £104,814 were very close to our budget of £105,000. Higher than budgeted costs for PROJECT 2023 were largely offset by higher than expected grants and donations. As a result, the Charity's cash balance at 31st December 2023 was little changed from the prior year end, per the chart below.



Report for the 12-month period ended 31 December 2023 *(continued)*

However, notwithstanding lower utility costs, our 2024 running costs are budgeted to be slightly higher than 2023 at approximately £251,000 which splits £105,000 to run the Centre and £146,000

to deliver PROJECT 2024. Our aim is to build our financial resilience by holding cash reserves at least equal to one year of total operating costs. We ended 2023 with cash (less licensee deposits) of £165,820 which is approximately £85,000 below our 2024 budgeted costs of £251,000. We must therefore continue to add multiple, sustainable sources of external funding to reduce this structural funding deficit.

We must do more to raise the profile of our work in the local community, expanding our network of Friends of the Hogarth and sourcing multi-year sponsorship and donation commitments. Obtaining a new 15 year lease from LBH will certainly help our ability to raise funds and source grants. LBH provides us with grants and continued use of the Centre and remains the Charity's most important partner.

I am encouraged that 2024 has begun well. License fees are on track to surpass £165,000 and the costs of running the Centre and PROJECT 2024 are tracking close to their respective budgets. We have already received three grants from LBH and have scheduled a fifth wine tasting event at the Centre on 27th June 2024. In the first five months of 2024, donations are also trending higher than the comparable period in 2023. We thank every donor, sponsor and grant provider for their much needed support, especially given their funding constraints in the current inflationary environment. The Youth Team's strategic pivot to increase outreach efforts is also showing very positive results. PROJECT 2024 attendance levels in the four month period January to April have increased by more than 30%.

Once again, I must thank my three fellow trustees for their wise counsel, support and hard work throughout the year. The Board of Trustees wholeheartedly thanks Denny Anthony the Youth Officer, his entire team of youth workers co-lead by Naomi Alleyne and their enlarged team of trainee youth workers, Dani Karas the Centre Manager, Jamilla Amra the Accounts Manager and all of the Centre's support staff for their professional diligence throughout 2023. It is a result of their commitment, flexibility and hard work in 2023 that we can continue with confidence to serve our local community and broaden our social purpose in 2024.

Per our 2024 objectives, we have set ourselves challenging goals which as a team we will strive to achieve. One aspect of our core culture is a desire for continuous improvement. We are as ever determined to do more to help more young people in our local community. The best is yet to come.

Report for the 12-month period ended 31 December 2023 *(continued)*

2024 strategic and operational priorities

Progress on the following objectives is to be reviewed and discussed at trustee meetings during 2024.

Charity's rolling objectives

1. To maintain the highest standards of safeguarding, strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of young people.
2. To protect the Charity's resources, financial and other, minimising all operating waste and inefficiencies wherever possible.
3. To review and update as appropriate the Charity's three key policy documents related to Diversity, Health & Safety and Safeguarding, ensuring full compliance by all Centre users.
4. To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and energy and so build a unified Charity.

Charity's 2024 key objectives

1. To grow the population of young people attending our Youth Programme with a particular focus on building the cohort of young people aged 13 to 18 years whilst continuing to build the total young person attendance frequency to approximately 5,000, by increasing our outreach efforts and improving the appeal and relevance of PROJECT 2024, preparing the ground to apply for the Gold Quality Mark with London Youth.
2. To build key stakeholder relationships, especially with local businesses to secure more regular sponsors, schools and other Youth Clubs near to the Centre.
3. To maximise the social value generated by the Centre's operations by providing more free space, if not licensed, to help a diverse range of disadvantaged groups, thus building the Charity's broader social purpose and relevance.
4. To host at least one successful fund-raising event with a target fund raise of £10,000 to support PROJECT 2024's Summer Programme, that builds our network of Friends of the Hogarth and extends our list of and deepens our relationships with local residents and multiple sponsoring organisations, aiming to sign up at least two multi-year sponsors.
5. To continue to apply for local grants to raise more than £20,000 for PROJECT 2024.
6. To generate total license fees of at least £165,000 in 2024 without incurring any bad debtors whilst ensuring that all licensee payments are made via bank transfer only and to adhere to the 2024 Centre operating budget which may range from £100,000 to £105,000.
7. To continue to build awareness of the Centre's space and activities through more effective use of social media platforms and search engines and by improving the Charity's website to maximise the Centre's space utilisation and revenue efficiency whilst increasing cross-fertilisation between licensed activities and our Youth Programme.
8. To complete negotiations with our landlord, the London Borough of Hounslow, for a new long-term lease on the building on terms which do not compromise our ability to sustain a vibrant youth service and socially valued and appropriately maintained community centre over the full duration of our new lease.
9. To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic and unnecessary heating and lighting.
10. To recruit a fifth trustee and so continue to build the skills and diversity of the Board of Trustees and deepen the charity's overall execution and response capabilities.

Fred Lucas
Trustee, Chair
Date: 29th July 2024

CHARITY'S RISK REGISTER

The Board of Trustees constantly scans the horizon for risks which may disrupt operations or threaten the Charity's existence. The Board of Trustees has long adopted a very prudent approach to risk management. This remains entirely appropriate given the heightened funding risks associated with the youth service. Risk mitigation is therefore a key priority and is discussed regularly. The following table summarises the key risks, both internal and external, and the risk mitigations undertaken.

INTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Safeguarding breach	Rare (< 5%)	*Catastrophic* – a material breach of safeguarding rules involving a young person(s) on site could severely damage the Charity's good reputation and ultimately result in the Centre's permanent closure.	The Board of Trustees works very closely with the Youth Officer who lead authors our safeguarding policy and ensures its full implementation. The Youth Officer provides a monthly report to the Board of Trustees which starts with a review of safeguarding. Photographs of the two Safeguarding Officers (Denny Anthony and Naomi Alleyne) are displayed around the Centre and on our website. Regular reminders are sent to all licensees as well as the updated policy document. New and clearer safeguarding signage has been displayed throughout the Centre. A penalty system for minor infringements has been established e.g., if a licensee client enters a safeguarded zone without supervision. Maintenance contractors are asked to work outside of safeguarding hours if possible. CCTV cameras monitor all safeguarded zones 24-7. Recordings are used as evidence of safeguarding breaches and to learn. We continue to work on a safeguarding protocol with our neighbour to cover our shared playground. Trustees and staff are expected to take safeguarding training to maintain their awareness of the key risks.	The Board of Trustees. The Youth Workers. The Centre Manager. All licensees and all of their clients. All Centre users including visiting contractors and suppliers.

INTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Loss of near term liquidity	Unlikely (5% - 20%)	*Manageable* – barring a very material unforeseen expense, the impact of a single licensee default on the charity's liquidity is generally manageable, albeit unwelcome and to be avoided. The closure of the Centre, as occurred for almost three months in 2020, and further operating restrictions in Q1 2021 depleted the Charity's free cash position.	Licensees are monitored and as necessary pursued by the Centre Manager to ensure prompt and full payment of monthly license fees. Licensees must pay via bank transfer – all cash and cheque payments have been stopped. The Charity has a small financial reserve which is a protective buffer should license fees stop. Our goal is to maintain one year of expenses as a reserve. All of the Charity's cash is deposited with a high quality, global financial institution (HSBC) in accounts with immediate access. Our bank accounts are checked regularly by trustees and the Accounts Manager.	The Board of Trustees. The Centre Manager.
Licensee churn	Probable (20% - 50%)	*Manageable* – a temporary loss of license fees is manageable provided the vacated space is filled within 1-2 months.	License agreements for long-term licensees include a three-month notice period which gives the Centre Manager time to look for alternative licensees. New licensees are partly selected based on the duration that they will license the space.	The Centre Manager.
Licensee default	Unlikely (5% - 20%)	*Material* – loss of revenue if a licensee fails to pay their monthly license fee can reduce funding available for the youth service.	The Centre Manager monitors all licensee activities, ensuring they remain viable. Before being offered a space, all new licensees must complete a KYC form which requires two references and information on the business's ownership and funding. Preference is given to proven businesses rather than start ups. The Centre Manager sends the Board a monthly debtors report. Failure to pay license fees represents a breach of contract and notice may be served on the defaulting licensee, requiring them to vacate. All licensees pay a deposit of at least one month which may be withheld. An annual license fee revenue forecast is provided monthly by the Centre Manager.	The Board of Trustees. The Centre Manager. All licensees.

INTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Loss of key personnel	Unlikely (5% - 20%)	*Material* – although subject to a notice period, if either the Youth Officer or Senior Youth Worker were to leave or become unavailable to work due to poor health or other reasons, delivery of the youth programme would be at risk as would its local franchise and standing. Unwanted staff turnover loses valuable Centre specific knowledge and expertise. It also consumes time finding and training replacement staff.	Working closely with the youth team, promoting transparency across the entire organization and paying a fair remuneration appropriate to each role, the Board of Trustees looks to build staff commitment and loyalty. By continuing to improve organisational culture and imposing a zero tolerance for unacceptable behaviours, we create an environment where people are fully respected and empowered and want to work long term for the Charity. Remuneration is as competitive as the Charity can afford.	The Board of Trustees. The Youth Officer. The Centre Manager.
Unexpected Centre maintenance and operating expenses	Probable (20% - 50%)	*Manageable* – the building which we lease from LBH is old and historically has been quite poorly maintained. Unexpected essential maintenance with a material cost can reduce the funding that is available for the youth programme. The same would apply given substantial increases in certain operating expenses such as for gas and electricity supplies.	A maintenance review of the Centre was completed in 2019 which resulted in a comprehensive list of maintenance priorities. Only essential maintenance was done in 2020 and 2021, but in 2022 some much needed redecoration and refurbishment was completed. Licensees are responsible for maintaining their spaces in a safe and secure state and, upon vacating, ensuring that their space is as it was when they signed their license. Under its lease obligation, LBH is responsible for the Centre's roofing and external masonry.	The Board of Trustees. The Centre Manager. All licensees. LBH.
Theft of assets	Unlikely (5% - 20%)	*Manageable* – the Charity does not own any high value, mission critical physical assets. Staff are responsible for the security of their work mobile phones and laptop computers.	CCTV cameras monitor all points of access and corridors 24-7. The Charity has a rolling contract with Securitas for a call alert and rapid response intervention if the building's alarm system is activated. The last licensee leaving the building is responsible for locking the front door and initiating the alarm system. Licensees are responsible for the security of their assets and must keep their spaces secure. The Charity maintains an insurance policy to cover losses.	The Centre Manager. The Youth Team. All licensees.

EXTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Lease expiry	Unlikely (5% - 20%)	*Catastrophic* – our lease with LBH will expire in November 2024. If the lease is not renewed, the Charity may be forced to close. Grant providers, donors and sponsors are wary about funding a programme which may be terminated if the lease is not renewed. Key staff are becoming more concerned about their long term careers and long term licensees are also increasingly concerned about their activities.	The Board of Trustees works to ensure that the Centre is maintained to ensure safe operations at all times. By building a successful track record of an independent, dynamic and valued youth service which is as securely funded as it can be, the Board of Trustees expects to agree a new lease with LBH in late 2024. With support from our Honorary Solicitor, trustees are working with Avison Young, Property Surveyors, and the Council in order to agree terms for a new lease with LBH.	The Board of Trustees. LBH.
Cyber fraud	Rare (< 5%)	*Material* – if the Charity's Bank accounts were hacked and money stolen, this would threaten both its liquidity and solvency.	Online banking login details are confidential and restricted to two trustees and the Accounts Manager via their personal security devices and mobile phones. Both trustees log in regularly to review all accounts and check for any suspicious transactions which are then investigated promptly. The Charity's bank account details are only shared with bona fide donors, grant providers and sponsors. The Chair has participated in an on-line Cyber fraud prevention tutorial and promptly shared all key learnings with all Trustees and staff. Deposits held in a bank (HSBC) that is highly rated and authorised by the Prudent Regulation Authority are protected up to £85,000. The deposit protection limit applies to the total eligible deposits of each person, per PRA-authorised firm. It is hoped that the government will raise the protection limit materially.	Board of Trustees. The Centre Manager. The Accounts Manager.

EXTERNAL				
Key risk	Likelihood	Potential impact	Mitigations	Who owns the risk
Personal data loss or theft	Rare (< 5%)	*Material* – our reputation would be damaged and confidence in our youth service would be reduced if the personal details of the young people attending the Centre or the Friends of the Hogarth group were lost, stolen or disclosed to the wrong people.	The confidential data on young people is saved on a laptop which is password protected. This laptop is stored securely at the Centre. Confidential data on licensees, suppliers and Trustees is saved on another computer which is password protected. Key statistics on youth user ages, gender, backgrounds, addresses and participation frequency are maintained by the youth team in the secure IYSS database under a contract with LBH. Personal information on the Friends of the Hogarth group is securely stored and only shared on a need to know basis, marked Private & Confidential. Our quarterly newsletter is emailed using BCC so as not to expose recipient's names and e-mail addresses.	Board of Trustees. The Youth Team. The Centre Manager.
Cost inflation	Very likely (50% - 100%)	*Material* – since Russia's invasion of the Ukraine on 24th February 2022 the cost of our gas and electricity supplies has almost trebled. Elevated inflation has also led to higher maintenance and sundry costs as well as higher staff compensation.	License fees are increased every year with the aim of tracking inflation over time. Every effort is made to ensure competitive tendering for all maintenance and supply contracts. Notwithstanding a competitive market, the costs of gas and electricity supplies are outside the Charity's control and both increased very materially in 2022. Every effort is made to turn off unnecessary lighting and minimise central heating time. It was decided to lock in a fixed unit price for both gas and electricity in 2024 for a 12 month period. Each year the Charity applies for and is granted an exemption from Business Rates.	Board of Trustees. The Centre Manager.

Report of the Directors and Trustees for the 12-month period ended 31st December 2023

The Directors and Trustees present the report and the unaudited financial statements for the 12-month period ended 31st December 2023.

Principal Activity

The principal activity of the Company is to promote the benefit of young people of the LBH without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions. This is achieved by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people and to provide an alternative to residential care and custody for young people in trouble.

Organisation

The Company operates from the Hogarth Youth and Community Centre. During the 12-month period ending 31st December 2023 the front office was staffed by Dani Karas, who started in this role in mid-December 2020. For the twelve months to 31st December 2023, Jamilla Amra served as Accounts Manager and the youth programme was delivered by the Youth Officer (Denny Anthony, contractor), Senior Youth Worker (Naomi Alleyne, contractor) who called upon a cohort of 21 trainee youth workers.

Main Activities

The Company's main activities include:

1. Onsite youth programmes for young people aged 8 to 21.
2. Onsite and offsite half term and holiday activities and schemes for the young people.
3. Licensing the Centre's space to a diverse set of appropriate licensees in order to fund building operations and maintenance and partly fund the youth service.

Report for the 12-month period ended 31 December 2023 *(continued)*

Review of the Financial Activities and Future Prospects

2023 was a year of mixed results and we ended the year with a loss of £7,921. We continued to show strong growth in the licensing of space at the Centre with licensee fees of £159,381, an increase of 13% from the previous year. This was more than offset by a 33% decrease in the level of grants and donations that we received. At the same time, the cost of utilities remains a challenge and the cost of gas and electricity for the year totalled £33,454 (+26%) compared to £26,627 in 2022. In addition, in order to build participation in our various youth programmes we have had to call on and pay additional trainee youth workers. This resulted in youth worker costs increasing by 23% to £153,649 (2022 £125,015).

We are also in the final stages of renewing the lease on our premises with the London Borough of Hounslow ("LBH"). The lease is due to expire on 3rd November 2024 and LBH has indicated a willingness to renew the lease for a further 15 years. They have also provided us with a signed Letter of Assurance which states, in part, "The Council and The Hogarth Trust are in the process of negotiating a draft new lease in relation to the premises. The Council and the Hogarth Trust intend to finalise the negotiations and complete the new lease on or before the expiry of the current lease".

Our cash balances are held with HSBC in three accounts and with PayPal. Some donations are paid into the PayPal account and, as at 31st December 2023, there was a nil balance on this account. A small amount of petty cash is securely stored at the Centre. Overall, our liquidity position remains healthy and we ended the year with cash balances in the bank of £178,545 (2022 £185,226).

Directors and their interests

The Directors during the 12-month period ended 31st December 2023 are shown on page 3.

Auditors

The accounts are not required to be audited because the turnover of the Company is below £1,000,000.

Company Exemption

For the 12-month period ended 31st December 2023, the Company was entitled to exemption under Section 477 of the Companies Act 2006. No members have required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476. The Directors and Trustees acknowledge their responsibility to:

1. Ensure the Company keeps accounting records which comply with the act.
2. Prepare accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year in accordance with Sections 394 and 395, and which otherwise comply with the applicable requirements of the Companies Act relating to the accounts.

Approved by the Board of Directors and signed on its behalf.

Jonathan Walker
Director
Date: 29th July 2024

Report of the Independent Examiner

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2023.

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 ACCA 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.

Colin Airey FCCA
George Hay Chartered Accountants
Brigham House, High Street ,Biggleswade
Bedfordshire, SG18 0LD

Date: 31st July 2024

HOGARTH CHARITABLE TRUST COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023
INCOME & EXPENDITURE

	Notes	2023 Unrestricted Centre Operations £	2023 Restricted Youth Service £	2023 Total £	2022 £
INCOME					
LBH Grants	3	1,000	29,312	30,312	42,572
Other Grants and Donations & Sponsorships	3	0	42,692	42,692	67,135
Licence Fees	4	116,605		116,605	106,809
Halls & Other	4	37,463	5,313	42,776	33,723
Canteen & Memberships		2,861	2,344	5,205	6,048
Bank interest		1,195		1,195	120
Total Incoming Resources		**159,124**	**79,661**	**238,785**	**256,407**
EXPENDITURE					
Canteen Supplies			1,865	1,865	1,699
Depreciation		4,803		4,803	4,182
Holiday Projects			11,930	11,930	7,925
Youth Sessions			1,470	1,470	444
Grants & Other Projects		816	3,645	4,461	8,339
Building Security		951		951	951
Utilities	5	31,221		31,221	32,947
Building Maintenance & Cleaning	6	25,025		25,025	21,632
Sub Total		**62,816**	**18,910**	**81,726**	**78,119**
MANAGEMENT & ADMINISTRATION					
Contractors	7	32,353	121,296	153,649	125,015
Accounts review	8	804		804	720
Administrative costs	9	5,891	1,031	6,922	4,887
Bookkeeping & Legal Fees		2,374		2,374	2,492
Clubs for young people insurance			714	714	627
Trustee public liability insurance		517		517	409
Sub Total		**41,939**	**123,041**	**164,980**	**134,150**
Total Expenditure		**104,755**	**141,951**	**246,706**	**212,269**
Net incoming resources in year		**54,369**	**-62,290**	**-7,921**	**44,138**
Balances b/fwd 31 Dec 22		123,109	45,197	168,306	124,168
Transfer of Funds		-65000	65000	0	0
Balances c/fwd 31 Dec 2023		**112,478**	**47,907**	**160,385**	**168,306**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

BALANCE SHEET AT 31 DECEMBER 2023

	Note	2023	2022
		£	£
FIXED ASSETS			
Net tangible assets	10	6,083	5,562
CURRENT ASSETS			
Debtors	11	1,372	1,228
Other debtors & Prepayments	11	1,283	2,391
Cash at bank and in hand		178,545	185,226
		181,200	188,845
CREDITORS: Amounts falling due within one year	12	**-26,898**	**-26,101**
NET CURRENT ASSETS		154,302	162,744
NET ASSETS	13	**160,385**	**168,306**
FUNDS			
Unrestricted	14	112,478	123,109
Restricted	15	47,907	45,197
TOTAL FUNDS		**160,385**	**168,306**

In approving these financial statements as Directors of the Company we hereby confirm the following:

For the year in question the company was entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the Company to obtain an audit for its accounts for the year in question in accordance with Section 476.
2. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provision applicable to companies' subject to the small companies' regime.

The accounts were approved by the Trustees and Directors on 29th July 2024.

Jonathan Walker
Director

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the 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).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include financial instruments at fair value. The principal accounting policies adopted are set out below.

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - Charities SORP (FRS 102) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A and the Charities Act 2011.

Income

Donations and other income are accounted for when they are received, with the exception of restricted funds. Interest from deposit accounts is disclosed on a cash basis, where the effect is not materially different from using the accruals basis.

Expenses

Expenses are accounted for on the accruals basis.

Fund Accounting

The General Fund represents funds for use at the Company's discretion. The Restricted Funds represent funds given by the donors for specific projects.

Tangible Fixed Assets

Fixed assets are shown at historical cost and depreciation is provided, after taking account of any grants receivable, at the following rates in order to write-off each asset over its estimated useful life. The reducing balance is used for motor vehicles and equipment whilst original cost is used for property improvements.

	2022 and 2023
Motor vehicles	25%
Equipment	25%
Property improvements	10%

2. TRUSTEE / DIRECTOR EMOLUMENTS

The Trustees of the Company did not receive any emoluments or any expenses during the year.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

3. GRANTS AND DONATIONS

During the year, LBH awarded the Charity four grants totalling £29,312 to support the youth service and a further £1,000 for centre refurbishment. The overall amount of £42,692 for Other Grants and Donations & Sponsorships comprised the following:

Analytical People	500
Cornel Lucas Archive	500
Donations not eligible for Gift Aid	29,992
Gift Aided Donations	6,070
Helicon Health	1,000
HMRC Gift Aid	1,630
King's Tennis Centre	500
Munro Charitable Trust	1,000
Tesco Stronger Starts	1,000
Whitman	500
	42,692

4. LICENSE FEES

The 13% increase in fees for 2023 as detailed below was primarily due to fuller multi-user space utilisation and an inflationary increase in license fee levels. The five largest single user license fees represented 52% of the total.

	2023	2022
	£	£
Chinese Medicine	12,168	11,592
Dojo	20,963	16,260
Fitnessology	20,160	19,200
Little Forest Folk	26,556	24,588
Little Kickers	4,655	5,326
Mannan Education	11,643	11,043
RCCG	12,960	12,200
Gala Bell	7,500	6,600
Halls & Other	42,776	33,723
	159,381	140,532

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

5. UTILITIES

	2023	2022
	£	£
Electricity	7,572	10,347
Gas	25,882	16,280
Water	-2,233	6,320
	31,221	32,947

The increase of 26% in total electricity and gas charges for 2023 was due to the much higher new gas contract prices. During the year we received a credit of £3,735 from Castle Water for over billing in 2023. Castle Water began billing monthly in arrears in September 2023.

6. BUILDING MAINTENANCE & CLEANING

	2023	2022
	£	£
Building Maintenance	10,914	9,634
Cleaning	14,111	11,998
	25,025	21,633

The 18% increase in cleaning costs in 2023 is due to an increase in the hourly rate paid to the cleaner and more hours required to clean the Centre as space utilisation increased. The 13% increase in building maintenance expenditure in 2023 is due to the backlog of maintenance needed. Total building maintenance expenditure in 2023 is comprised of the following items:

Annual equipment and system maintenance	2,127
Electrical	2,420
Plumbing & Heating	600
LBH Service Contract	1,679
Various repairs	2,674
Various Equipment	1,414
	10,914

7. CONTRACTORS

Contractor service costs amounted to £153,649 and were paid to Dani Karas as Centre Manager and to the Youth Service Team. As licensed activities increased during 2023, the Centre Manager's hours and hourly rate were both increased during the year as were the hourly rates paid to the Youth Team. In addition and included in this total, the Charity paid one trainee youth worker £866 for preparatory work on the London Youth Gold Award.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

8. ACCOUNTS REVIEW

We have contracted with George Hay Chartered Accountants to act as our independent examiner. This firm has agreed to examine our accounts for 2023 at a basic rate of £670 plus VAT at 20%.

9. ADMINISTRATIVE COSTS

	2023	2022
	£	£
IT	328	416
Office Supplies	30	122
Telephone	1,196	1,039
Sundry	5,368	3,310
	6,922	4,887

Sundry expenses of £5,368 includes the youth team annual staff dinner £861, printing £220, training £2,041, licenses & memberships £881, DBS checks £150 and other items £1,215.

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10. TANGIBLE FIXED ASSETS

		Assets	Total
		£	£
Cost	At 1 January 2023	22,168	22,168
	Additions	5,324	5,324
	At 31 December 2023	27,492	27,492
Depreciation	At 1 January 2023	16,606	16,606
	For the year	4,803	4,803
	At 31 December 2023	21,409	21,409
Net Book Value	At 31 December 2022	5,562	5,562
	At 31 December 2023	*6,083*	*6,083*

In 2023 there were £5,324 of tangible fixed asset additions which primarly relate to an upgrade to the Youth Programme's sound studio system. Depreciation for the year increased by 15% as a result and totalled £4,803.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

11. DEBTORS

	2023	2022
	£	£
Licensee Debtors	1,372	1,228
Prepayments & Other Debtors	1,283	2,391
	2,655	3,619

Licensee debtors and other debtors are detailed as follows.

Licensee Debtors	2023 £
Mikes Judo	50
Chiswick Boxing	940
Steve West	315
Stardust Arts	120
Others	180
Overpayments	-233
	1,372

Prepayments & Other Debtors	2023 £
YS insurance	185
H&S services	297
PI & Trustree annual insurance	241
PPL PRS music license	481
Securitas	79
	1,283

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade Creditors	9,251	9,097
Accruals	967	1,563
Licensee Deposits	12,590	14,130
Deferred Income	4,090	1,311
	26,898	26,101

	Creditors
Castle Water	149
DNA Youth Consultancy	2,891
EON (NPower)	920
J's ABP Service	162
PPL PRS LTD	639
TGP (Gas)	4,490
	9,251

	Accruals
Examiner	804
Youth Worker	135
Naomi Exp	28
	967

	Deferred Income
K Doropiienko	180
J Jayartne	240
Chiswick Boxing	1,730
Chiswick Boxing	1,730
S Middleton	210
	4,090

The licensee deposits of £12,590 comprise the following: Little Forest Folk (£2,380), Reformed Christian Church of God (£1,050), Martial Arts Studio users (£433), Halls (£2,460), Chinese Medicine (£813), Fitnessology (£1,674), Mannan Education (£1,800), Gala Bell (£1,200) and Little Kickers (£780).

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

13. NET ASSETS: ANALYSIS BY FUNDS

	Unrestricted Fund	Restricted Fund	Total
	£	£	£
Fixed Assets	0	6,083	6,083
Net Current Assets	112,478	41,824	154,302
Net Assets	112,478	47,907	160,385

14. UNRESTRICTED FUND: ANALYSIS

At 1st January 2023	123,109
Net Incoming Resources	54,369
Total	177,478
Transfer of Funds	-65,000
At 31st December 2023	112,478

15. RESTRICTED FUND: ANALYSIS

At 1st January 2023	45,197
Net Incoming Resources	-62,290
Total	-17,093
Transfer of Funds	65,000
At 31st December 2023	47,907

Since 2019 when the Charity assumed funding responsibility for the Youth Programme, at the end of every year, a transfer of cash is made from unrestricted deposits to restricted deposits in order to part fund the Youth Programme in the following year. On 28th December 2023 an amount of £65,000 was transferred from unrestricted accounts to the restricted account to eliminate the 2023 year-end deficit on the latter and to provide part funding for the Youth Programme in 2024 (Project 2024).

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2023

16. CASH FLOW RECONCILIATION

	Dec 23	Dec 22
OPERATING ACTIVITIES		
Surplus for the Year	-7,921	44,138
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	-144	-504
Depreciation - Equipment	4,803	4,182
Other debtors	543	109
Prepayments	565	-1,241
Accounts Payable	154	7,500
Accruals	-596	119
Deferred Income	2,779	1,311
Licensee Deposit	-1,540	3,370
Net cash provided by Operating Activities	-1,357	58,984
INVESTING ACTIVITIES		
Fix Asset (F&F and Equipment)	-5,324	
Net cash provided by Investing Activities	-5,324	0
Net cash decrease for period	-6,681	58,984
Cash at beginning of period	185,226	126,242
Cash at end of period	178,545	185,226

The decrease in period end cash of (£6,681) broadly matches the income deficit for the year of (£7,921) which reflects the decrease in grants and donations and the increase in staff, maintenance and utility costs. This was largely offset by a positive movement in working capital with the balance reduced by net investment, fixed asset additions less depreciation, of (£521).

As per Note 12, £12,590 of the period end cash is comprised of licensee deposits which may be returned to individual licensees if they choose to vacate the Centre without breach of contract.

The Charity's underlying free cash, net of licensee deposits, therefore decreased by 3% from £171,096 to £165,955 at year end 2023.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

England & Wales - Charity number 1084019

Accounts

HOGARTH CHARITABLE TRUST COMPANY LIMITED

(A Company limited by guarantee)
Company No. 4000559

A REGISTERED CHARITY No. 1084019

Report and Financial Statements
For the 12-month period ended 31 December 2022

HOGARTH
YOUTH & COMMUNITY CENTRE

HOGARTH CHARITABLE TRUST COMPANY LIMITED

REPORT AND ACCOUNTS
For the 12-month period ended 31 December 2022

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2022

INTRODUCTION

Charitable Status
The Hogarth Charitable Trust Company Limited (the "Charity") is a UK private company limited by guarantee without share capital, number 4000559 and a registered charity, number 1084019.

Registered Office and Principal Address
Hogarth Community & Youth Centre (the "Centre")
Duke Road
London W4 2JR

Bankers
HSBC Bank plc
281 Chiswick High Road
London W4 4HJ

Independent Examiner
Colin Airey FCCA – George Hay Chartered Accountants
Brigham House
High Street, Biggleswade
Bedfordshire SG18 0LD

Solicitor (Honorary)
Jonathan Walsh – Sutton-Mattocks & Co LLP
5 Castle Row
Horticultural Place
Chiswick, London W4 4JQ

Governing Documents
The provisions regulating the purposes and administration of the charity are governed by the Memorandum and Articles of Association of the limited company.

Nature of business
Standard Industrial Classification Code ("SIC") 88990 - Other social work activities without accommodation not elsewhere classified.

Directors and Trustees
The following individuals served as Directors and Trustees during the period ending 31st Dec 2022:

Director & Trustee	Date of Appointment
Fred Lucas (Chair)	30th January 2012
Jonathan Walker	4th February 2020
Raj Parkash	16th September 2021 (Resigned 24th October 2022)
Anthony Bowden	10th November 2022

Report for the 12-month period ended 31 December 2022 *(continued)*

During the period ending 31st December 2022, no Trustee received nor waived any remuneration, benefits or expenses (2021 - Nil).

Trustee meetings occurred four times during this twelve month period on the following dates:

24th February 2022
11th May 2022
11th August 2022
3rd November 2022

During the year, the search for new Trustees resulted in the appointment of Tony Bowden on 10th November. He is the Company's twelfth Director since its incorporation on 24th May 2000. The names of all prior Directors of the Company are listed below.

1. Timothy John Knight Oakley was a Director from 24th May 2000 until 5th December 2013.
2. Catherine Mary Williams was a Director from 24th May 2000 until 7th September 2011.
3. Paul Eric Clampin was a Director from 20th November 2006 until 7th September 2011.
4. David Neil Bentley QC was a Director from 1st September 2009 until 5th December 2013.
5. Paul Clabburn was a Director from 27th September 2012 until 22nd November 2013.
6. Patrick Brougham was a Director from 8th October 2012 until 30th September 2019.
7. Basil George Fraser was a Director from 26th February 2012 until 9th April 2021.
8. Pam Frances Morrow was a Director from 24th July 2020 until 2nd February 2021.
9. Raj Parkash was a Director from 16th September 2021 until 24th October 2022

CHAIR'S STATEMENT

This is my fourth annual statement as Chair of the Board of Trustees. It is addressed to all stakeholders in the Charity. The period under review in this report marks the fourth full year of the Charity running the Youth Programme independently from the London Borough of Hounslow.

2022 strategic and operational priorities – progress report

I report on the progress made on the key strategic and operational priorities which I set out in my statement in the 2021 Report & Accounts.

Charity's rolling objectives

1. **To maintain the highest standards of safeguarding, thus strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of young people.** I am pleased to report that there were no safeguarding incidents during 2022. I believe that this is not simply good fortune, but reflects the absolute priority given to safeguarding and the unwavering efforts made by all youth workers, centre staff and trustees to remain ever vigilant and to embed safeguarding as a core part of the Charity's culture.

2. **To protect all of the Charity's resources, financial and other, minimising operating waste and inefficiencies wherever possible.** During the year, the Charity's gas and electricity unit costs increased very materially following Russia's invasion of the Ukraine, tracking the increase in UK wholesale prices for both. Working with the Centre Manager, trustees have endeavoured to recontract with the lowest cost, credit worthy suppliers of gas and electricity. The Centre suffers from several legacy issues including very poor insulation. We are working with LBH to secure a substantial capital grant to replace the Centre's very old wooden framed windows through which much heat is lost because they are single pane glass.

3. **To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and energy.** Trustees and staff are the key culture carriers. The Charity relies on license fees from long term and short term licensees. Every effort is made with both cohorts as well as all suppliers who visit the Centre to reinforce our culture and values, prioritising safeguarding and safe activities at all times. Licensee Forum meetings were held in 2022 at which culture and values were discussed, most notably those which underpin sound safeguarding.

Charity's 2022 objectives

1. **To grow the population of young attendees with a particular focus on building the cohort of young people aged 13 to 18 years whilst continuing to rebuild the total young person attendance frequency to over 5,000, by improving the appeal and relevance of the youth programme, so preparing the ground to apply for the Gold Quality Mark with London Youth.** One of the many legacies of COVID-19 is a break in the routines and habits of young people. Although pandemic related restrictions were lifted in early 2022, the Youth Programme has experienced a slower than expected recovery in attendance figures. For the full year total attendances of 3,629 were 5% higher than 2021, but some way below our target of more than 5,000 attendances. We must do more to reconnect with more young people. We believe that good progress was made to consider applying for an upgrade from a Silver to a Gold Quality Mark with London Youth in 2023.

2. **To continue to build awareness of the Centre's available space and activities through more effective use of social media platforms and search engines, maintaining a user friendly and informative website in order to maximise the Centre's space utilisation and revenue efficiency whilst also increasing the potential cross-fertilisation between licensed activities and the youth programme.** Excellent progress was made increasing Centre space utilisation, as evidenced by the 44% year-on-year increase in total license fees. All spaces available for long term occupation were filled in 2022 and much higher usage of both upper and lower halls was also achieved. Cross-fertilisation between licensees and the Youth Programme increased during the year. Two long term licensees worked with the Youth Team to enrich the offering for young people. Gala Bell worked for several weeks with the young people to create a most impressive tiled mural of the world which was installed outside the Centre and unveiled to a small gathering of guests in October. Mannan Education also offered their services to help young people with their written English. We have begun a website upgrade in 2023 to improve the clarity and impact of its messaging.

3. **To increase the social value generated by the Centre's operations by providing more free space if available to help disadvantaged groups, thus building the Charity's broader social purpose and local standing.** If the Centre has idle, unused space, it may be offered to other charities without charge. We have for many years given the café and lower hall to Gateway, a charity working with mentally disabled young adults. Every Friday evening they bring 30-40 people to the Centre to enjoy its facilities. In addition in 2022 we invited West London Welcome to bring refugee families to the Centre every Tuesday to cook a meal and socialise together away from the confines of their hotel accommodation in Chiswick.

Charity's 2022 objectives *(continued)*

4. **To host at least one successful fund raising event which raises £10,000 for PROJECT 2022, builds our network of Friends of the Hogarth and extends our list of and deepens our relationships with local residents and partner organisations.** We repeated a successful virtual event formula that we initated during COVID and hosted a third wine tasting on 14th June, but for the first time in more than two years we were able to host a physical gathering at the Centre. The evening was sponsored by eight generous local companies and attended by 51 people, primarily local residents. Donations, raffle ticket sales and sponsorships raised approximately £7,500 after costs for the Summer 2022 Holiday Programme. As a result of this event and other continuous efforts by trustees and staff to raise the profile of the Charity, during the year we built our Friends of the Hogarth network by 27% to 287 people and also deepened our partnerships with 47 local companies, charities and insitutions.

5. **To continue to apply for multiple local grants and corporate sponsorships to raise more than £30,000 for PROJECT 2022.** 2022 was our most successful year for grants and sponsorships which increased by 47% to £67,135. We have fine-tuned our grant selection criteria and also built our network of sponsors and donors. This money had a materially positive impact on the Charity's limited finances and thankfully helped to restore our liquidity to pre-COVID levels.

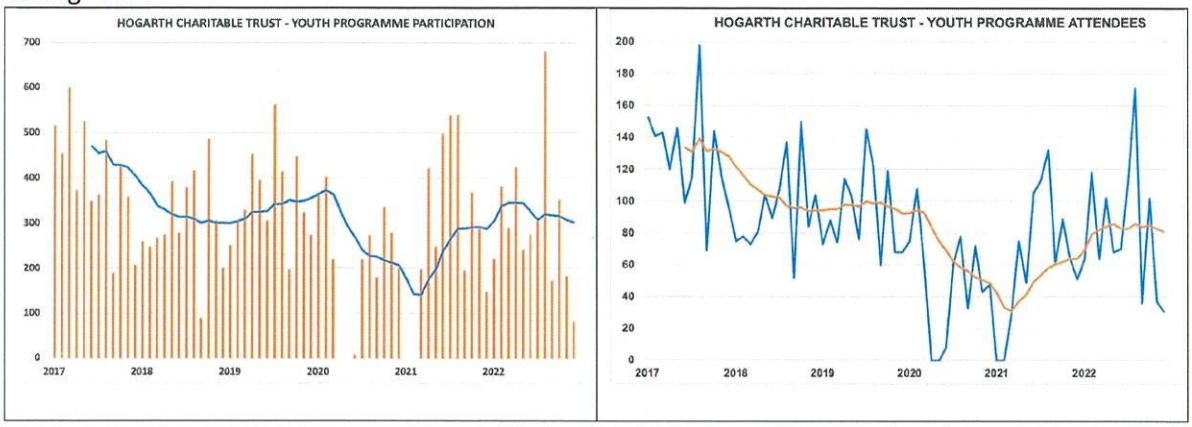
4. **To progress negotiations with our landlord, the London Borough of Hounslow, for a new long term lease on terms which do not compromise our ability to sustain a vibrant youth service and socially valued community centre over the full duration of our new lease.** Progress on renewing our lease was once again frustratingly slow during 2022. We are increasingly aware that the issue of a shortening lease has started to deter certain grant providers and donors. With the positive support from Councillor Lily Bath (Bedfont ward, Cabinet Member for Children, Learning & Employment) we very much hope to sign a new lease with a term of at least 15 years in 2023. Having the security of a long term lease is increasingly important for many stakeholders including grant providers, corporate sponsors, donors, staff, licensees and young participants who all prioritise Charity sustainability.

6. **To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic, and ensuring our gas central heating system works as efficiently as possible.** We have made good progress reducing the use of single use plastic and following some necessary maintenance to unblock some hot water pipes, our central heating system worked more efficiently during 2022, although gains are limited by the building's poor insulation and gas usage is ultimately driven by the temperatures during autumn and winter.

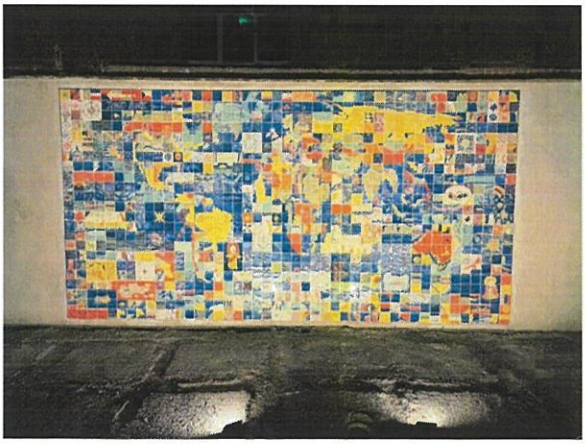
7. **To recruit a fourth Trustee and so continue to build the skills and diversity of the Board of Trustees and deepen the charity's overall execution capabilities.** We successfully recruited a new trustee Tony Bowden, but following the resignation of Raj Parkash we ended the year as we started it with just three trustees. We are a very busy charity with a small team and should have a larger and more diverse board of trustees.

The Youth Programme – PROJECT 2022

2022 marked a very welcome return to more normal operating procedures as the last of the COVID related rules were lifted. During 2022, the Youth Team delivered the programme comprising 189 days of uninterrupted service. Youth programme attendances increased by 5% to 3,629 (2021 3,454 and 2020 2,485 and 2019 4,268) continuing a post-COVID recovery trend. The first chart below shows monthly participation data (bars) and the 12-month trailing average (line) from 2017-2022 and therefore includes two years prior to the Charity taking on full responsibility for the youth programme at the start of 2019. Per the second chart, the number of individual attendees also continued to build during 2022.



The budgeted cost of Project 2022 was £98,202. As always, this figure excludes any share of Centre overheads or running costs. The programme was delivered at a total cost of £107,792. The 10% negative cost variance of £9,590 was primarily due to holiday programmes which required more trainee youth worker support and Energy Help payments of £5,934 made in September to the two senior youth workers. There were many highlights, but of note attendances in August set a record of 682 during only 14 days of service in that month. The Summer Residential also occurred at a new coastal venue on the Isle of Wight - 18 young people were taken away which is 50% more than prior years. A collaborative art project involving the young people and resident artist Gala Bell created an impressive tiled mural of the world entitled *Imago Mundi* which was installed outside the Centre and unveiled to a small gathering during the October Half Term Holiday programme. This has required a larger call on trainee youth workers with higher expenses. In 2022 the cohort of paid trainees was expanded by the Youth Officer to 19 people, thus preparing the next generation of youth workers.

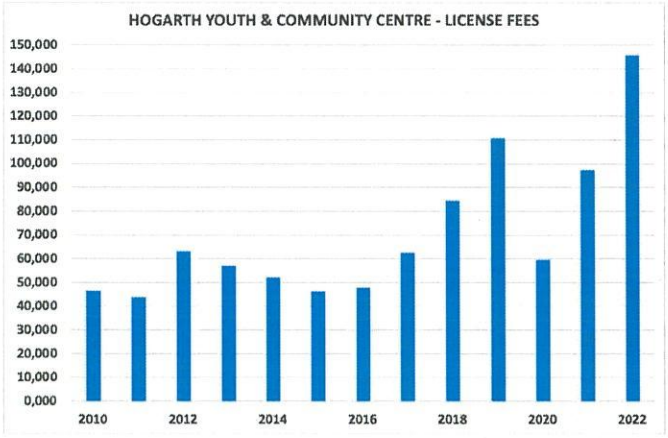


Internal stakeholder engagement

A Licensee Forum meeting was established in 2019 in order to strengthen communications amongst licensees, the youth workers and Trustees. One such meeting was held at the Centre on 8th February 2022 and was attended by many licensees, trustees, the Centre Manager and the Youth Officer. These meetings continue to be a very useful, open format for licensees to raise issues and to suggest improvements to the Centre's operations and to learn about developments and initiatives at the Centre. Ad hoc e-mails were also sent to all licensees by the Centre Manager on behalf of the Board of Trustees updating licensees on key events including Covid related protocols, fund raising initiatives, Centre maintenance priorities, the appointment of new Trustees and reminding them about safeguarding protocols. The relationship between the Board of Trustees and the Centre's cohort of licensees remained constructive and professional throughout 2022. The Centre Manager also communicated directly with licensees regularly via a WhatsApp group.

Centre Operations

Dani Karas completed her second year as Centre Manager and continued to have a very positive impact on all aspects of Centre operations including helping to build valuable synergies with the Youth Programme. A total of 17 long-term and 41 short-term licensees used the Centre during 2022 which was a record number for both. Full year license fees increased by 44% with zero bad debtors for a second year. Per the chart below, licensee fees during 2022 reached a record for the Charity. Notwithstanding almost £10,000 spent on maintenance and much higher utility costs, a tight hand on all controllable costs meant that the cash generated by the Centre exceeded its running costs by a healthy margin. As a result, at the end of December the Centre was able to transfer £60,636 to enable the Youth Programme to start 2023 with a healthy cash balance of £90,000 compared to just £30,000 the year before.



Tony Heap was a youth worker and for more than 20 years the Centre Manager. His energy and support over many years when the Centre faced potential closure cannot be over-stated. More than 60 people gathered at the Centre on 8th October 2022 to celebrate Tony's life, his invaluable contribution helping hundreds of young people and to formally rename the martial arts studio the 'Tony Heap Dojo.'

Governance

How the organisation is structured and steered is ultimately the responsibility of the Board of Trustees. Since assuming responsibility for the youth service from the start of 2019, those responsibilities have increased and changed materially. Denny Anthony is the Youth Officer who leads the youth programme. The Board oversees all activities in the Centre and, in order to perform this oversight function, it relies on three key direct reports: Denny Anthony (Youth Officer), Dani Karas (Centre Manager) and Jamilla Amra (Accounts Manager). Due to funding constraints we remain thinly resourced compared to many other charities which provide similar services with a limited executive function. As Chair of the Board of Trustees, I am responsible for maintaining a fit-for-purpose Board of Trustees which comprises individuals with appropriately diverse backgrounds, a range of required skills, a natural empathy with the Charity's core purpose and sufficient time to contribute meaningfully to Board discussions and other responsibilities which they may be assigned. Finding appropriately skilled trustees with the right mindset for the role is challenging.

Towards the end of 2022, Raj Parkash resigned as trustee and Tony Bowden joined in his place. Tony was one of three founding members of the Friends of the Hogarth network which began in mid-2019. He is therefore extremely familiar with the Charity's work. He is a local resident with very strong fund raising networks across and beyond the community. I am particularly keen to build the board's diversity and oversight capabilities and also address the Board's residual skills gaps. The search for a fourth trustee continues in 2023.

Given the expanded oversight of the Board of Trustees over the youth service, meetings of Trustees continued to be held every three months in 2022, either via Zoom or in person. Board meetings were fully informed with an agenda and board pack which was circulated to all attendees in good time before each meeting. Trustees are asked to amend the agenda as appropriate before it is finalised. Both the Centre Manager and Youth Officer are invited to add agenda items and to attend meetings of Trustees when appropriate. Both individuals circulate a monthly report to Trustees. There were also more regular communications between meetings via e-mail, phone and informal face-to-face meetings. Minutes of each Board meeting are recorded, checked, circulated to all attendees and stored securely.

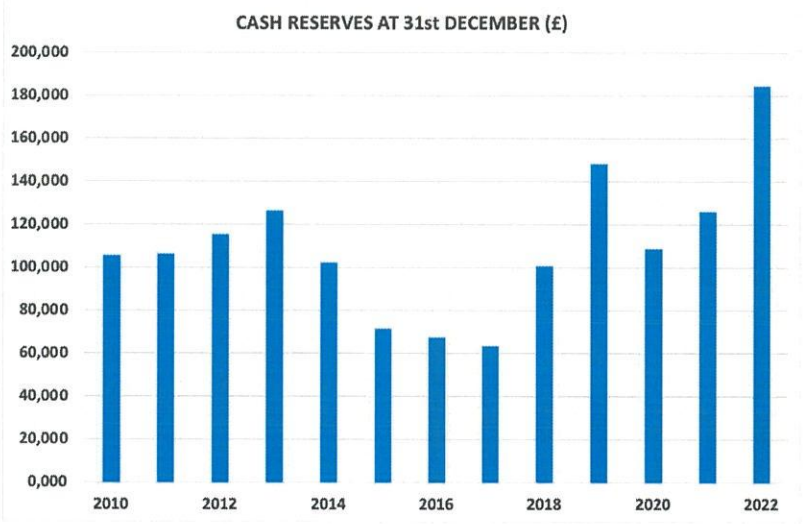
Organizational culture and conduct

Leading by example at all times, the Board of Trustees must work to ensure that the Charity's culture is both healthy and fit-for-purpose and reaches all parts of the organisation and is fully evident to all key external stakeholders. Our culture refers to our patterns of behaviours, our rituals, the values that we share and the accepted norms and standards of behaviour. The right culture underpins our success by helping to motivate staff and reduce key staff turnover. It helps to grow licensee revenues and to attract external funding. By guiding acceptable behviour, it also helps to mitigate key risks, especially safeguarding. The right culture therefore underpins the Charity's long term performance and success. Indeed it defines its existence. Further progress has been made moulding the culture of the enlarged organization to create the lasting foundations of a harmonious and unified working environment, as evidenced by staff and licensee stability and increased working synergies between the licensee activities and the Youth Programme. Repeating what I wrote last year: a good culture requires constant effort and attention; there is never any room for complacency. This remains a priority in 2023 and beyond for all stakeholders, but especially for the Charity's leadership team.

Report for the 12-month period ended 31 December 2022 *(continued)*

Conclusion

We ended 2022 with much positive momentum in the youth service and across the Centre's broader community orientated licensed activities. A material increase in grant receipts, donations and license fees in 2022 enabled us to end the year with our strongest liquidity position, per the chart below. However, as noted, our 2023 running costs are budgeted to be approximately £235,000 so we do not yet have a cash cover of 12-months of costs which is one of our financial targets post-COVID.



Maintaining a robust financial position is core to our strategy and enabled the Charity to emerge from COVID with even greater capabilities. Given further increases to the Centre's gas and electricity costs we expect Centre running costs of more than £105,000 in 2023. Given a PROJECT 2023 budget of £130,000 means that the Charity's total annual cash operating costs are likely to exceed £235,000. There is no room for any complacency and we must continue to control all costs as best we can. No sooner did the challenges of dealing with COVID recede in early 2022 the Charity was confronted by the fresh challenges of extraordinarily expensive gas and electricity supplies and much elevated ambient inflation for all goods and services. These cost challenges have continued emphatically into 2023 and underscore the importance of securing multiple, sustainable sources of external funding.

We are a small charity with no shortage of ambition that strives to do better. We hope to set two new records for the Charity in 2023: up to 5,000 youth programme attendances and total license fees above £160,000. We will soon approach the safe operating limits of licensee activity so further material license fee increases will be more difficult. Given operating costs of £235,000, this will leave the Charity with a 2023 funding deficit of approximately £75,000 which we must cover with external grants, sponsorships and donations. We have scheduled a third wine tasting event at the Centre on 13th June 2023. We also aim to increase the size of the Friends of the Hogarth network from approximately 300 to more than 400 over the next 18-months, increasing the number of one-off and repeat donors. We will continue to apply for grants and build our partnerships with local businesses. We thank every donor, sponsor and grant provider for their much needed support, especially given their funding constraints in the current inflationary environment.

I must thank all my fellow trustees for their wise counsel, support and hard work throughout the year. Once again the Board of Trustees wholeheartedly thanks the Youth Officer, his entire team of youth workers and enlarged team of trainee youth workers, the Centre Manager, the Accounts Manager and all of the Centre's support staff for their professional diligence throughout 2022. It is a result of their commitment, flexibility and hard work in 2022 that we can continue with confidence to serve our local community and broaden our social purpose in 2023. The best is yet to come.

Report for the 12-month period ended 31 December 2022 *(continued)*

2023 strategic and operational priorities

The following objectives are to be reviewed and discussed at trustee meetings during 2023.

Charity's rolling objectives

1. To maintain the highest standards of safeguarding, strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of young people.
2. To protect the Charity's resources, financial and other, minimising all operating waste and inefficiencies wherever possible.
3. To review and update as appropriate the Charity's three key policy documents related to Diversity, Health & Safety and Safeguarding, ensuring full compliance.
4. To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and positive energy.

Charity's 2023 key objectives

1. To grow the population of young people attending our Youth Programme with a focus on building the cohort aged 13 to 18 years whilst continuing to build the total young person attendance frequency closer to 5,000, by increasing our outreach efforts and improving the appeal and relevance of PROJECT 2023, so preparing the ground to apply for the Gold Quality Mark with London Youth.
2. To build key stakeholder relationships, especially with local businesses, schools and other Youth Clubs near to the Centre.
3. To maximise the social value generated by the Centre's operations by providing free space, if not licensed, to help a diverse range of disadvantaged groups, thus building the Charity's broader social purpose and relevance.
4. To host one successful fund-raising event with a target fund raise of £10,000 to support an expansion of our Summer Programme, that builds our network of Friends and deepens our relationships with local residents and multiple sponsoring organisations.
5. To apply for multiple local grants to raise more than £10,000 for PROJECT 2023.
6. Whilst maintaining all of our health, safety and safeguarding standards, to generate total license fees of at least £160,000 in 2023 without incurring any bad debtors and to reach a running liquidity position which covers expected 2023 budgeted total operating costs.
7. To continue to build awareness of the Centre's space and activities through more effective use of social media platforms and search engines and by improving the Charity's website to maximise the Centre's space utilisation and revenue efficiency whilst increasing cross-fertilisation between licensed activities and our Youth Programme.
8. To progress negotiations with the London Borough of Hounslow, for (i) a new long-term lease on terms which do not compromise our ability to sustain a vibrant youth service and socially valued community centre; (ii) replacement windows for the entire building.
9. To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic and unnecessary carbon emissions, heating and lighting.
10. To recruit a fourth Trustee and so build the skills and diversity of the Board of Trustees and deepen the charity's overall execution and response capabilities.

Fred Lucas
Trustee, Chair
Date: 13th July 2023

CHARITY'S RISK REGISTER

The Board of Trustees constantly scans the horizon for risks which may disrupt operations or threaten the Charity's existence. The Board of Trustees has long adopted a very prudent approach to risk management. This remains entirely appropriate given the heightened funding risks associated with the youth service. Risk mitigation is therefore a key priority and is discussed regularly. The following table summarises the key risks, both internal and external, and the risk mitigations undertaken.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Safeguarding breach	Rare (< 5%)	*Catastrophic* – a material breach of safeguarding rules involving a young person(s) on site could severely damage the Charity's good reputation and ultimately result in the Centre's permanent closure.	The Board of Trustees works very closely with the Youth Officer who lead authors our safeguarding policy and ensures its full implementation. The Youth Officer provides a monthly report to the Board of Trustees which starts with a review of safeguarding. Photographs of the two Safeguarding Officers (Denny Anthony and Naomi Alleyne) are displayed around the Centre and on our website. Regular reminders are sent to all licensees as well as the updated policy document. New and clearer safeguarding signage has been displayed throughout the Centre. A penalty system for minor infringements has been established e.g., if a licensee client enters a safeguarded zone without supervision. Maintenance contractors are asked to work outside of safeguarding hours if possible. CCTV cameras monitor all safeguarded zones 24-7. Recordings are used as evidence of safeguarding breaches and to learn. We continue to work on a safeguarding protocol with our neighbour to cover our shared playground. Trustees and staff are expected to take safeguarding training to maintain their awareness of the key risks.	The Board of Trustees. The Youth Workers. The Centre Manager. All licensees and all of their clients. All Centre users including visiting contractors and suppliers.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Loss of near term liquidity	Unlikely (5% - 20%)	*Manageable* – barring a very material unforeseen expense, the impact of a single licensee default on the charity's liquidity is generally manageable, albeit unwelcome and to be avoided. The closure of the Centre, as occurred for almost three months in 2020, and further operating restrictions in Q1 2021 depleted the Charity's free cash position vs. year end 2019.	Licensees are monitored and as necessary pursued by the Centre Manager to ensure prompt and full payment of monthly license fees. Licensees must pay via bank transfer – all cash and cheque payments have been stopped. The Charity has a small financial reserve which is a protective buffer should license fees stop for whatever reason. All of the Charity's cash is deposited with a high quality, global financial institution (HSBC) in accounts with immediate access. Our bank accounts are checked online regularly by two Trustees and the Accounts Manager for suspicious transactions.	The Board of Trustees. The Centre Manager.
Licensee churn	Probable (20% - 50%)	*Manageable* – a temporary loss of license fees is manageable provided the vacated space is filled within 1-2 months.	License agreements for long-term licensees include a three-month notice period which gives the Centre Manager time to look for alternative licensees. New licensees are partly selected based on the duration that they will license the space.	The Centre Manager.
Licensee default	Unlikely (5% - 20%)	*Material* – loss of revenue if a licensee fails to pay their monthly license fee can reduce funding available for the youth service.	The Centre Manager monitors all licensee activities, ensuring they remain viable. Before being offered a space, all new licensees must complete a KYC form which requires two references and information on the business's ownership and funding. Preference is given to proven businesses rather than start ups. The Centre Manager sends the Board a monthly debtors report. Failure to pay license fees represents a breach of contract and notice may be served on the defaulting licensee, requiring them to vacate. All licensees pay a deposit of at least one month which may be withheld. An annual license fee revenue forecast is provided monthly by the Centre Manager.	The Board of Trustees. The Centre Manager. All licensees.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Loss of key personnel	Unlikely (5% - 20%)	*Material* – although subject to a notice period, if either the Youth Officer or Senior Youth Worker were to leave or become unavailable to work due to poor health or other reasons, delivery of the youth programme would be at risk as would its local franchise and standing. Unwanted staff turnover loses valuable Centre specific knowledge and expertise. It also consumes time finding and training replacement staff.	Working closely with the youth team, promoting transparency across the entire organization and paying a fair remuneration appropriate to each role, the Board of Trustees looks to build staff commitment and loyalty. By continuing to improve organisational culture and imposing a zero tolerance for unacceptable behaviours, we create an environment where people are fully respected and empowered and want to work long term for the Charity. Remuneration is as competitive as the Charity can afford.	The Board of Trustees. The Youth Officer. The Centre Manager.
Unexpected Centre maintenance and operating expenses	Probable (20% - 50%)	*Manageable* – the building which we lease from LBH is old and historically has been quite poorly maintained. Unexpected essential maintenance with a material cost can reduce the funding that is available for the youth programme. The same would apply given substantial increases in certain operating expenses such as for gas and electricity supplies.	A maintenance review of the Centre was completed in 2019 which resulted in a comprehensive list of maintenance priorities. Only essential maintenance was done in 2020 and 2021, but in 2022 some much needed redecoration and refurbishment was completed. Licensees are responsible for maintaining their spaces in a safe and secure state and, upon vacating, ensuring that their space is not in a worse condition than when they signed their license. Under its lease obligation, LBH is responsible for the Centre's roofing and external masonry and regularly repairs both.	The Board of Trustees. The Centre Manager. All licensees. LBH.
Theft of assets	Unlikely (5% - 20%)	*Manageable* – the Charity does not own any high value, mission critical physical assets. Staff are responsible for the security of their work mobile phones and laptop computers.	CCTV cameras monitor all points of access and corridors 24-7. The Charity has a rolling contract with Securitas for a call alert and rapid response intervention if the building's alarm system is activated. The last licensee leaving the building is responsible for locking the front door and initiating the alarm system. Licensees are responsible for the security of their assets and must keep their spaces secure.	The Centre Manager. The Youth Team. All licensees.

EXTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Lease expiry	Unlikely (5% - 20%)	*Catastrophic* – our lease with LBH will expire in November 2024. If the lease is not renewed and extended beforehand, the Centre may be forced to close. Grant providers, donors and sponsors are wary about funding a programme which may be terminated if the lease is not renewed. Key staff are becoming more concerned about their long term careers and long term licensees are also increasingly concerned about their activities.	The Board of Trustees works to ensure that the Centre is maintained to ensure safe operations at all times. By building a successful track record of an independent, dynamic and valued youth service which is as securely funded as it can be, the Board of Trustees expects to agree a new lease with LBH in advance of the lease expiry date. With support from our Honorary Solicitor, trustees are working with Avison Young, Property Surveyors, and the Council in order to agree terms for a new lease with LBH.	The Board of Trustees. LBH.
Cyber fraud	Rare (< 5%)	*Material* – if the Charity's Bank accounts were hacked and money stolen, this would threaten both its liquidity and solvency.	Online banking login details are confidential and restricted to two Trustees and the Accounts Manager via their personal security devices and mobile phones. Both Trustees log in regularly to review all accounts and check for any suspicious transactions which are then investigated promptly. The Charity's bank account details are only shared with bona fide donors, grant providers and sponsors. The Chair has participated in an on-line Cyber fraud prevention tutorial and promptly shared all key learnings with all Trustees and staff. Deposits held in a bank (HSBC) that is highly rated and authorised by the Prudent Regulation Authority are protected up to £85,000. The deposit protection limit applies to the total eligible deposits of each person, per PRA-authorised firm. It is hoped that the government will raise the protection limit materially.	Board of Trustees. The Centre Manager. The Accounts Manager.

EXTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Personal data loss or theft	Rare (< 5%)	*Material* – our reputation would be damaged and confidence in our youth service would be reduced if the personal details of the young people attending the Centre or the Friends of the Hogarth group were either lost or stolen.	The confidential data on young people is saved on a laptop which is password protected. This laptop is stored securely at the Centre. Confidential data on licensees, suppliers and Trustees is saved on another computer which is password protected. Key statistics on youth user ages, gender, backgrounds, addresses and participation frequency are maintained by the youth team in the secure IYSS database under a contract with LBH. Personal information on the Friends of the Hogarth group is securely stored and only shared on a need to know basis, marked Private & Confidential.	Board of Trustees. The Youth Team. The Centre Manager.
Cost inflation	Very likely (50% - 100%)	*Material* – since Russia's invasion of the Ukraine on 24th February 2022 the cost of our gas and electricity supplies has almost trebled. Elevated inflation has also led to higher maintenance and sundry costs as well as higher staff compensation.	License fees are increased every year with the aim of tracking inflation over time. Every effort is made to ensure competitive tendering for all maintenance and supply contracts. Notwithstanding a competitive market, the costs of gas and electricity supplies are outside the Charity's control and both increased very materially in 2022. Every effort is made to turn off unnecessary lighting and minimise central heating time. It was decided to lock in a fixed unit price for both gas and electricity in early 2022 for a 12 month period. Each year the Charity applies for and is typically granted an exemption from Business Rates.	Board of Trustees. The Centre Manager.

Report of the Directors and Trustees for the 12-month period ended 31st December 2022

The Directors and Trustees present the report and the unaudited financial statements for the 12-month period ended 31st December 2022.

Principal Activity

The principal activity of the Company is to promote the benefit of young people of the LBH without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions. This is achieved by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people and to provide an alternative to residential care and custody for young people in trouble.

Organisation

The Company operates from the Hogarth Youth and Community Centre. During the 12-month period ending 31st December 2022 the front office was staffed by Dani Karas, who started in this role in mid-December 2020. For the twelve months to 31st December 2022, Jamilla Amra served as Accounts Manager and the youth programme was delivered by the Youth Officer (Denny Anthony, contractor), Senior Youth Worker (Naomi Alleyne, contractor) and a cohort of 19 trainee youth workers.

Main Activities

The Company's main activities include:

1. Onsite youth programmes for young people aged 8 to 21.
2. Onsite and offsite half term and holiday activities and schemes for the young people.
3. Licensing the Centre's space to a diverse set of appropriate licensees in order to fund building operations and maintenance and partly fund the youth service.

Review of financial activities and affairs

The attached financial statements show the current state of finances, which the Trustees consider to be sound. The Company's total license fees in the 12-month period ended 31st December 2022 amounted to £140,532 (2021 £97,429). The 44% increase is primarily due to the restrictions of lockdown gradually being lifted during the course of the financial year, in addition to fee increases instituted at the beginning of 2022. The operations for the 12 months to 31st December 2022 resulted in a net surplus of £44,138, an increase of 210% over the net surplus of £14,222 for the 12 months ending 31st December 2021. As at 31st December 2022 the Company had cash balances with the bank and on hand of £185,226 an increase of 47% over the balances of £126,242 held on 31st December 2021. Cash is held with HSBC in two current accounts, a deposit account and with PayPal. Some donations are paid into the PayPal account and, as at 31st December 2022, there was a balance of £471 on this account. A small amount of petty cash is securely stored at the Centre.

Report for the 12-month period ended 31 December 2022 *(continued)*

Review of the Business and Future Prospects

The disruptions caused to the Charity's operations from COVID-19 were largely over by the beginning of 2022 and most licensees had returned full time to the Centre. Together with rental increases put in place in early 2022, this resulted in licensee fees increasing by 44% from £97,429 in 2021 to £140,532 in 2022. This was partially offset by utility costs which increased by 149% from £13,350 in 2021 to £32,947 in 2022. In addition to the licensee fee increases, we were successful in securing grants from the London Borough of Hounslow totaling £45,572 (2021 £25,216) and in increasing our level of other grants, donations and sponsorships by 47% to £67,135 (2021 £45,778).

The overall result was an increase in net income from £14,222 in 2021 to £44,138 (+210%) so that we ended 2022 with cash at bank and in hand of £185,226 (2021 £126,242).

Directors and their interests

The Directors during the 12-month period ended 31st December 2022 are shown on page 3.

Auditors

The accounts are not required to be audited because the turnover of the Company is below £1,000,000.

Company Exemption

For the 12-month period ended 31st December 2022, the Company was entitled to exemption under Section 477 of the Companies Act 2006. No members have required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476. The Directors and Trustees acknowledge their responsibility to:

1. Ensure the Company keeps accounting records which comply with the act.
2. Prepare accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year in accordance with Sections 394 and 395, and which otherwise comply with the applicable requirements of the Companies Act relating to the accounts.

Approved by the Board of Directors and signed on its behalf.

Jonathan Walker
Director
Date: 13 July 2023

Report of the Independent Examiner

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

Colin Airey FCCA
George Hay Chartered Accountants
Brigham House, High Street ,Biggleswade
Bedfordshire, SG18 0LD

Date: 18/07/2023

HOGARTH CHARITABLE TRUST COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022
INCOME & EXPENDITURE

	Notes	2022 Unrestricted Centre Operations £	2022 Restricted Youth Service £	2022 Total £	2021 £
INCOME					
LBH Grants	3		42,572	42,572	25,216
Other Grants and Donations & Sponsorships	3	1,000	66,135	67,135	45,778
Licence Fees	4	106,809		106,809	80,771
Halls & Other	4	33,723		33,723	16,658
Canteen & Memberships		2,261	3,787	6,048	4,760
Bank interest		120		120	8
Total Incoming Resources		**143,913**	**112,494**	**256,407**	**173,191**
EXPENDITURE					
Bad Debtors				0	0
Canteen Supplies			1,699	1,699	1,711
Depreciation		4,182		4,182	4,342
Holiday Projects			7,925	7,925	3,586
Youth Sessions			444	444	245
Grants & Other Projects			8,339	8,339	6,720
Building Security		951		951	1,010
Utilities	5	32,947		32,947	13,250
Building Maintenance & Cleaning	6	21,632		21,632	24,220
Sub Total		**59,712**	**18,407**	**78,119**	**55,084**
MANAGEMENT & ADMINISTRATION					
Contractors	7	28,155	96,860	125,015	96,152
Accounts review	8	720		720	810
Administrative costs	9	3,520	1,367	4,887	4,034
Bookkeeping & Legal Fees		2,492		2,492	2,029
Clubs for young people insurance			627	627	452
Trustee public liability insurance		409		409	408
Sub Total		**35,296**	**98,854**	**134,150**	**103,885**
Total Expenditure		**95,008**	**117,261**	**212,269**	**158,969**
Net incoming resources in year		**48,905**	**-4,767**	**44,138**	**14,222**
Balances b/fwd 31 Dec 21		74,204	49,964	124,168	109,946
Transfer of Funds				0	0
Balances c/fwd 31 Dec 2022		**123,109**	**45,197**	**168,306**	**124,168**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

BALANCE SHEET AT 31 DECEMBER 2022

	Note	2022	2021
		£	£
FIXED ASSETS			
Net tangible assets	10	5,562	9,744
CURRENT ASSETS			
Debtors	11	1,228	724
Other debtors & Prepayments	11	2,391	1,259
Cash at bank and in hand		185,226	126,242
		188,845	128,225
CREDITORS: Amounts falling due within one year	12	**-26,101**	**-13,801**
NET CURRENT ASSETS		162,744	114,424
NET ASSETS	13	**168,306**	**124,168**
FUNDS			
Unrestricted	14	123,109	74,204
Restricted	15	45,197	49,964
TOTAL FUNDS		**168,306**	**124,168**

In approving these financial statements as Directors of the Company we hereby confirm the following:

For the year in question the company was entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the Company to obtain an audit for its accounts for the year in question in accordance with Section 476.
2. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provision applicable to companies' subject to the small companies' regime.

The accounts were approved by the Trustees and Directors on 13 July 2023

Jonathan Walker
Director

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the 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).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include financial instruments at fair value. The principal accounting policies adopted are set out below.

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - Charities SORP (FRS 102) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A and the Charities Act 2011.

Income

Donations and other income are accounted for when they are received, with the exception of restricted funds. Interest from deposit accounts is disclosed on a cash basis, where the effect is not materially different from using the accruals basis.

Expenses

Expenses are accounted for on the accruals basis.

Fund Accounting

The General Fund represents funds for use at the Company's discretion. The Restricted Funds represent funds given by the donors for specific projects.

Tangible Fixed Assets

Fixed assets are shown at historical cost and depreciation is provided, after taking account of any grants receivable, at the following rates in order to write-off each asset over its estimated useful life. The reducing balance is used for motor vehicles and equipment whilst original cost is used for property improvements.

	2022 and 2021
Motor vehicles	25%
Equipment	25%
Property improvements	10%

2. TRUSTEE / DIRECTOR EMOLUMENTS

The Trustees of the Company did not receive any emoluments or any expenses during the year.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

3. GRANTS AND DONATIONS

During the year, LBH awarded the Charity four grants totalling £42,572 to support the youth service including a £5,000 Summer of Culture grant which part-funded the tiled mural project with young people. The Charity also received a £1,000 grant from Marks & Spencer for redecoration of the Centre. The overall amount of £67,135 for Other Grants and Donations & Sponsorships comprised the following:

Analytical People	500
Arnold Clark Community Fund	1,000
Batchworth Trust	5,000
Bown Design and Build	200
Chiswick Rotary	300
Cornel Lucas Collection	250
Donations not eligible for Gift Aid	1,943
Gift Aided Donations	11,736
Goldman Sachs Gives	30,000
Helicon Health	500
HMRC Gift Aid	2,109
Marks & Spencer	1,000
Goodluck Charity	1,000
Noble Structures	250
Secret Cinema	9,347
The Ledger Moulsdale Charitable Trust	1,500
Whitman and Co	500
	67,135

4. LICENSE FEES

The 44% increase in fees for 2022 as detailed below was primarily due to fuller space utilisation and an increase in license fees.

	2022	2021
	£	£
Chinese Medicine	11,592	9,063
Dojo	16,260	11,100
Fitnessology	19,200	14,900
Little Forest Folk	24,588	24,653
Little Kickers	5,326	3,755
Mannan Education	11,043	8,300
RCCG	12,200	9,000
Gala Bell	6,600	
Halls & Other	33,723	16,658
	140,532	**97,429**

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2022

5. UTILITIES

	2022	2021
	£	£
Electricity	10,347	5,416
Gas	16,280	6,686
Water	6,320	1,148
	32,947	**13,250**

The increase of 149% in total utility charges for 2022 was due to the much higher new gas and electricity contract unit prices. The water increase is due to pre-billing by Castle Water, a part of which we expect to have reversed during 2023.

6. BUILDING MAINTENANCE & CLEANING

	2022	2021
	£	£
Building Maintenance	9,634	15,684
Cleaning	11,998	8,536
	21,632	**24,220**

The increase in cleaning expenses was due to a greater utilisation of the licensed space and an increase in the hourly rate paid to the cleaner. The 39% reduction in building maintenance expenditure in 2022 is due to the backlog of maintenance needs that had built up and was expended in 2021. Total building maintenance expenditure in 2022 is comprised of the following items:

Annual equipment and system maintenance	1,310
Electrical	564
Plumbing & Heating	917
Redecoration	2,803
LBH Service Contract	1,874
Various repairs	1,342
Various Equipment	824
	9,634

7. CONTRACTORS

Contractor service costs amounted to £125,015 and were paid to Dani Karas as Centre Manager (£28,155) and to the Youth Service Team (£96,860). As licensed activities increased during 2022, the Centre Manager's hours and hourly rate were both increased during the year as were the hourly rates paid to the Youth Service Team. In addition and included in this total, the Charity paid three key staff members a one-off salary supplement in September to help them to cope with their higher household utility bills which totalled £7,995.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2022

8. ACCOUNTS REVIEW

We have contracted with George Hay Chartered Accountants to act as our independent examiner. This firm has agreed to examine our accounts for 2022 at a basic rate of £650 plus VAT at 20%. The £60 (£780 vs. £720) has been previously accrued.

9. ADMINISTRATIVE COSTS

	2022	2021
	£	£
IT	416	738
Office Supplies	122	137
Telephone	1,039	933
Sundry	3,310	2,226
	4,887	**4,034**

Sundry expenses of £3,310 includes youth team annual staff dinner £810, printing £355, training £187, licenses & memberships £725, DBS checks and training £250 and other items £983.

10. TANGIBLE FIXED ASSETS

		Assets	Total
		£	£
Cost	At 1 January 2022	22,168	22,168
	Additions	0	0
	At 31 December 2022	22,168	22,168
Depreciation	At 1 January 2022	12,424	12,424
	For the year	4,182	4,182
	At 31 December 2022	16,606	16,606
Net Book Value	At 31 December 2021	9,744	9,744
	At 31 December 2022	***5,562***	***5,562***

In 2022 there were no tangible fixed asset additions. Depreciation for the year was little changed from 2021 and totalled £4,182.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2022

11. DEBTORS

	2022	2021
	£	£
Licensee Debtors	1,228	724
Prepayments & Other Debtors	2,391	1,259
	3,619	**1,983**

Licensee debtors and other debtors are detailed as follows.

	2022	2021
	£	£
Mikes Judo		244
Others		120
Adeniyi Olowu	190	0
Corridor 7 Ltd	108	0
L B of Hounslow	0	360
Pulse Healthcare Ltd	930	0
	1,228	**724**

	2022
	£
2022 Q4 Gift Aid	503
Jan 23 - Mar 23 YS insurance	159
2023 Apr-Dec H&S services	437
2023 ICO annual registration	80
2023 PI & Trustee Insurance	344
Jan -Mar 23 water & waste	626
Jan 23 Securitas	79
2023 Q1 IYSS licence	163
	2,391

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade Creditors	9,097	1,598
Accruals	1,563	1,444
Licensee Deposits	14,130	10,760
Deferred Income	1,311	nil
	26,101	**13,802**

	Creditors
Amtec Cleaning Services Limited	1,008
Bedford Park Services	470
Castle Water	1,253
Dani Karas	1,644
EON (NPower)	1,055
EpH 2017 Ltd	60
J's ABP Service	264
TGP (Gas)	3,343
	9,097

	Accruals
Examiner	810
LBH VAT	753
	1,563

	Deferred Income
2023 Pruhealth	216
2023 Rock Choir	945
2023 K Gardner	150
	1,311

The licensee deposits of £14,130 comprise the following: Little Forest Folk (£2,380), Reformed Christian Church of God (£1,050), Martial Arts Studio users (£433), Halls (£4,000), Chinese Medicine (£813), Fitnessology (£1,674), Mannan Education (£1,800), Gala Bell (£1,200) and Little Kickers (£780).

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2022

13. NET ASSETS: ANALYSIS BY FUNDS

	Unrestricted Fund	Restricted Fund	Total
	£	£	£
Fixed Assets	0	5,562	5,562
Net Current Assets	123,109	39,635	162,744
Net Assets	**123,109**	**45,197**	**168,306**

14. UNRESTRICTED FUND: ANALYSIS

At 1st January 2022	74,204
Net Incoming Resources	48,905
At 31st December 2022	**123,109**

15. RESTRICTED FUND: ANALYSIS

At 1st January 2022	49,964
Net Incoming Resources	-4,767
Total	45,197
Transfer of Funds	
At 31st December 2022	**45,197**

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2022

16. CASH FLOW RECONCILIATION

	Dec 22	Dec 21
OPERATING ACTIVITIES		
Surplus for the Year	44,138	14,222
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Receivable	-504	-746
Depreciation - Equipment	4,182	4,342
Other debtors	109	-154
Prepayments	-1,241	1,569
Other Creditors		-176
Accounts Payable	7,500	-4,370
Accruals	119	634
Deferred Income	1,311	
Licensee Deposit	3,370	2,110
Net cash provided by Operating Activities	58,984	17,431
INVESTING ACTIVITIES		
Fix Asset (F&F and Equipment)		
Net cash provided by Investing Activities	0	0
Net cash increase for period	58,984	17,431
Cash at beginning of period	126,242	108,811
Cash at end of period	**185,226**	**126,242**

The increase in period end cash of £58,984 largely reflects the increase in license fees, grants and donations partly offset by higher staff and utility costs. Due to the increased space utilisation in the centre, licensee deposits also increased by £3,370. There was no capital investing activity during the year, so depreciation was little changed from 2021. Trade creditors increased by £7,500 mostly because of utility payments due but unpaid at year end.

As per Note 12, £14,130 of the period end cash is licensee deposits which may be returned to individual licensees if they choose to vacate the Centre without breach of contract.

The Charity's underlying free cash, net of licensee deposits, therefore increased by 48% from £115,482 to £171,096.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

England & Wales - Charity number 1084019

Accounts

HOGARTH CHARITABLE TRUST COMPANY LIMITED

(A Company limited by guarantee)
Company No. 4000559

A REGISTERED CHARITY No. 1084019

Report and Financial Statements
For the 12-month period ended 31 December 2021

HOGARTH
COMMUNITY CENTRE

HOGARTH CHARITABLE TRUST COMPANY LIMITED

REPORT AND ACCOUNTS
For the 12-month period ended 31 December 2021

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2021

INTRODUCTION

Charitable Status
The Hogarth Charitable Trust Company Limited (the "Charity") is a private company limited by guarantee without share capital, number 4000559 and a registered charity, number 1084019.

Registered Office and Principal Address
Hogarth Community & Youth Centre (the "Centre")
Duke Road
London W4 2JR

Bankers
HSBC Bank plc
281 Chiswick High Road
London W4 4HJ

Independent Examiner
Colin Airey FCCA – George Hay Chartered Accountants
Brigham House
High Street, Biggleswade
Bedfordshire SG18 0LD

Solicitor
Jonathan Walsh – Sutton-Mattocks & Co LLP
5 Castle Row
Horticultural Place
Chiswick, London W4 4JQ

Governing Documents
The provisions regulating the purposes and administration of the charity are governed by the Memorandum and Articles of Association of the limited company.

Nature of business
Standard Industrial Classification Code ("SIC") 88990 - Other social work activities without accommodation not elsewhere classified.

Directors and Trustees
The following individuals served as Directors and Trustees during the period ending 31st Dec-2021:

Director & Trustee	Date of Appointment
Fred Lucas (Chairman)	30th January 2012
Basil Fraser	26th February 2012
Jonathan Walker	4th February 2020
Pamela Morrow	24th July 2020
Raj Parkash	16th September 2021

Report for the 12-month period ended 31 December 2021 *(continued)*

During the period ending 31st December 2021, no Trustee received nor waived any remuneration, benefits or expenses (2020 - Nil).

Trustee meetings occurred four times during this twelve month period on the following dates:

25th February 2021
22nd April 2021
16th September 2021
14th December 2021

Due to Covid related restrictions, trustee meetings in February and April took place via Zoom. The two meetings in September and December were held at the Centre and the Chair's house respectively.

During the year, the search for new Trustees resulted in the appointment of Raj Parkash on 16th September. He is the Company's eleventh Director since its incorporation on 24th May 2000. The names of all prior Directors of the Company are listed below. Pam Morrow resigned for personal health reasons in February 2021. After more than nine years of service to the Charity, Basil Fraser retired in April 2021.

1. Timothy John Knight Oakley was a Director from 24th May 2000 until 5th December 2013.
2. Catherine Mary Williams was a Director from 24th May 2000 until 7th September 2011.
3. Paul Eric Clampin was a Director from 20th November 2006 until 7th September 2011.
4. David Neil Bentley QC was a Director from 1st September 2009 until 5th December 2013.
5. Paul Clabburn was a Director from 27th September 2012 until 22nd November 2013.
6. Patrick Brougham was a Director from 8th October 2012 until 30th September 2019.
7. Basil George Fraser was a Director from 26th February 2012 until 9th April 2021.
8. Pam Frances Morrow was a Director from 24th July 2020 until 2nd February 2021.

CHAIR PERSON'S STATEMENT

This is my third annual statement as Chair of the Board of Trustees. It is addressed to all stakeholders in the Charity. The period under review in this report marks the third full year of the Charity running the Youth Programme independently from the London Borough of Hounslow.

2021 strategic and operational priorities – progress report

I first report on the progress made on the ten key strategic and operational priorities which I set out in my second statement in the 2020 Report & Accounts. A summary of progress made on each priority is given below.

1. **To maintain the highest standards of safeguarding throughout the year.** The Youth Officer's monthly report to Trustees documents any safeguarding incidents or confirms that none occurred. I am very pleased to report that there were no safeguarding incidents during 2021. In order to reinforce its importance, safeguarding was established as a standing agenda item at Licensee Forum meetings which typically occur every three to four months and are attended by licensees, Trustees and the Centre Manager. The Charity's Safeguarding Policy document was reviewed and updated by trustees and the Youth officer in October 2021.

2. **To continue to improve organisational culture and transparency, relying on our key culture carriers to do so.** Broad respect by licensees and their clients for our safeguarding rules may once again be evidenced by the few and relatively minor infringements recorded during 2021. The relationships between Trustees and the team of youth workers continued to strengthen during 2021 as the two groups worked more closely together to overcome the unexpected challenges of further lockdowns and related Covid restrictions. Licensee Forum meetings remain a useful venue for the Charity's Trustees and key staff members to express our core culture and values and to assess broad support from licensees. Some licensees now offer their support and services to the Youth Programme which evidences greater awareness and working harmony between the two groups.

3. **To grow the population of young attendees with a particular focus on building the cohort of young people aged 13 to 18 whilst also rebuilding the overall young person attendance frequency following the material dislocations caused by Covid in 2020 and 2021.** Unfortunately, Covid related restrictions enforced the suspension of the youth programme from the beginning of January until early March 2021 and then obliged it to operate on a reduced capacity in order to remain Covid risk compliant for much of the year. Although attendance numbers built during 2021, there was clearly some Covid related reluctance amongst young people and their families to attend for much of the year. For a second consecutive year it was therefore neither practical nor possible to grow the cohort of young people attending the youth programme in 2021.

Report for the 12-month period ended 31 December 2021 *(continued)*

4. **To continue to build local awareness of the Centre's available space and activities through more effective use of social media platforms and search engines in order to rebuild the Centre's space utilisation and revenue efficiency.** Notwithstanding Covid related operating constraints, license revenues recovered strongly in 2021 as evidenced by this year's income statement. All but one of the rooms available for long term license were used and activity levels in both halls and the martial arts centre increased during the year. Our planned Open Evening at the Centre in November had to be cancelled due to Covid.

5. **To host at least two successful virtual fund raising events which avoid the need for physical group gatherings at the Centre, but build our network of Friends of the Hogarth and extend our list and deepen our relationships with local partner organisations.** Hosted by wine expert Tim Syrad, we held two very successful virtual wine tasting events on 11th February and 17th June 2021. Combined, these events raised over £17,000 after all expenses for the Charity with total participation of over 150 people. The second wine event was generously supported by eight corporate sponsors: Analytical People, Bown Design & Build, Cornel Lucas Collection, Craig & Rose, Doherty IT Associates, Helicon Health, Phastar and Whitman & Co. Largely as a result of these two popular fund raising events, we doubled the size of our Friends of the Hogarth network to more than 200 people by year end. The Chair Trustee continued to send out a quarterly e-mail to the Friends of the Hogarth group to keep them informed on the youth programme, Centre developments and fund raising efforts. The Charity continues to build better awareness and relationships with many partner organisations which have donated to the Centre. By year end 2021, the number of such partner organisations had increased by more than 50% to over 30.

6. **To continue to apply for multiple grants, but shifting our focus to apply for grants offered locally rather than nationally in order to maximise our chances of success.** During 2021 the team applied for a total of six grants which were made available by LBH with one other application carried over from 2020. One application was unsuccessful, two carried over into 2022 and four were successful: Reducing Violent and Serious Crime Grant Programme, two Holiday and Food Grants and a Covid Restart Grant. This encouraging hit rate supports our tactical decision to shift our focus to local rather than national grants and also underscores our strong working partnership with LBH.

7. **To recruit more Trustees with diverse backgrounds that creates a mix of Trustees which better reflects the profile of our key stakeholders.** Two Trustees retired during 2021, one unexpectedly for personal health reasons and another planned following nine years of much valued service. A third Trustee, Raj Parkash, joined the Board of Trustees in September and brings much valued expertise in charities and legal matters. Our search for a fourth Trustee continues in 2022.

8. **To initiate and progress negotiations with our landlord, the London Borough of Hounslow, for a new long term lease which does not in any way compromise our ability to sustain a vibrant youth service and valued community centre over the full duration of our new lease.** This matter progressed frustratingly slowly during the year, as did many things due to Covid. However, following some very supportive intervention by Councillors Tom Bruce and John Todd during the final months of year, clearer progress is evident in early 2022 which bodes well for a new lease. We recognise that we are privileged to be able to use the Centre. Having the security of a long term lease is increasingly important for many stakeholders including grant providers, corporate sponsors, donors, staff and young participants who prioritise Charity sustainability.

9. **To perform all essential maintenance and as much other work as funds permit to ensure a fit-for-purpose Centre can operate effectively and safely at all times in accordance with all regulations whilst complying with all Covid related restrictions at all times.** As license fees recovered and given higher cash inflows from multiple donations, grants and fund raising events, we were able to perform more maintenance during 2021. This included a long overdue redecoration of the Centre's reception area, improved lighting and signage as well as many necessary repairs.

10. **To discover and analyse relevant benchmarking data on comparable youth services in London.** Unfortunately, following a second year of Covid interruptions and constraints, this objective was not secured and is once again rolled into 2022.

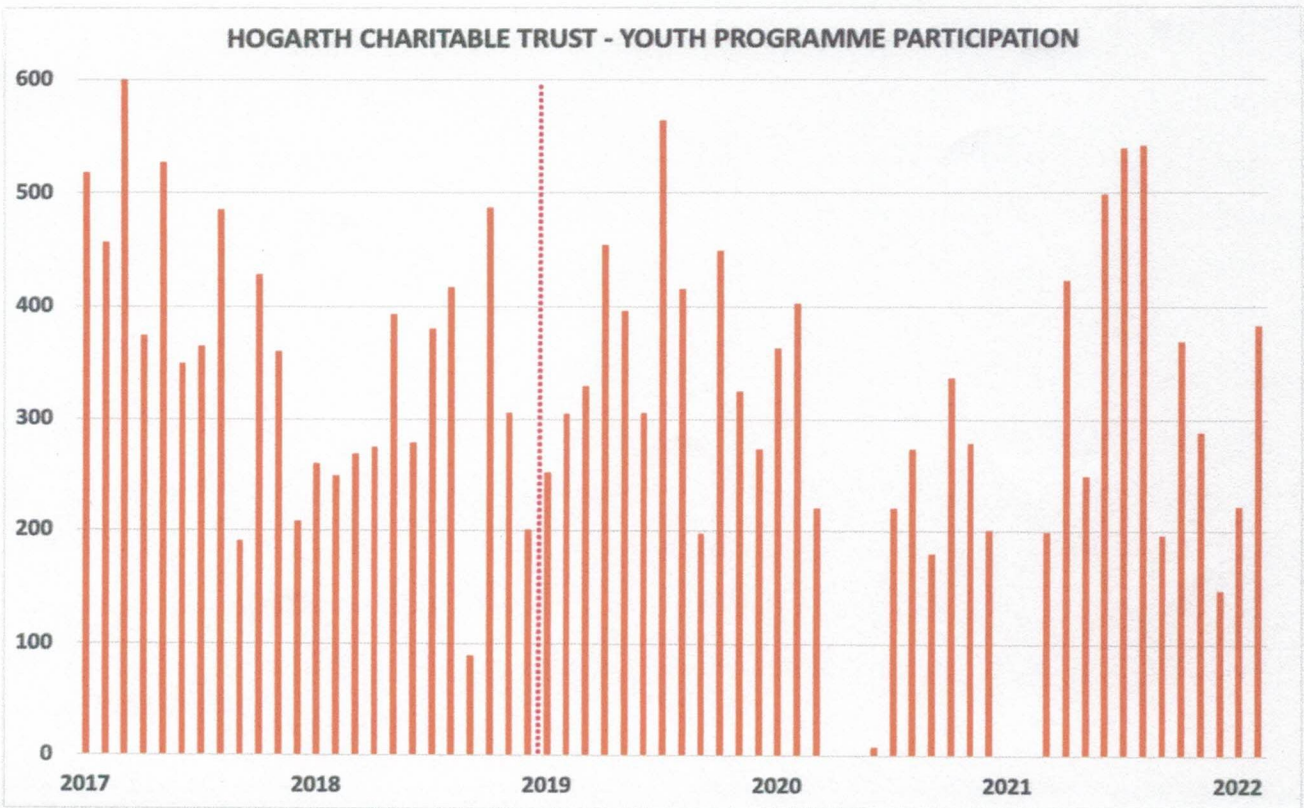
Report for the 12-month period ended 31 December 2021 *(continued)*

The Youth Programme – Project 2021

Youth Centres were closed along with schools by the government in early January. The start of Project 2021 was therefore delayed by over two months and started on 8th March 2021. Covid related operating restrictions continued to apply in England until 19th July. The Youth Programme therefore continued to operate a booking system with reduced attendance capacity.

The youth team tracks all attendees using the Integrated Youth Support Services ("IYSS") database which holds confidential information on all attendees. During 2021, youth programme attendances increased by 39% to 3,454 (2020 2,485 and 2019 4,268). The chart below shows monthly participation data from 2017 onwards and therefore includes two years prior to the Charity taking on full responsibility for the youth programme at the start of 2019.

The budgeted cost of Project 2021 was £95,520. As always, this figure excludes any share of Centre overheads or running costs. A shortened programme (154 days vs. budgeted 190 days due to enforced closure) was delivered at a total cost of £85,343. The 11% positive cost variance was primarily due to the programme's 9-week closure at the beginning of the year and some subsequent cost reduction measures given lower than expected participation numbers during H1 2021. During January and February, the youth workers, who were not eligible for the Government's furlough scheme, accepted reduced monthly payments from the Charity. Fortunately all but one of the 2021 Holiday programmes were delivered: the Easter and Summer long holiday programmes and the June and October Half Term programmes. There were many highlights, but of note over 150 kids attended over 540 sessions in each of July and August. On 4th August Denny and Naomi counted over 85 attendees and required support from over a dozen junior youth workers.



Internal stakeholder engagement

A Licensee Forum meeting was established in 2019 in order to strengthen communications amongst licensees, the youth workers and Trustees. During 2020 and 2021, these meetings continued to be a very useful, open format for licensees to raise issues and to suggest improvements to the Centre's operations and to learn about developments and initiatives at the Centre. Due to Covid related restrictions in 2021, only two such meetings were held at the Centre on 6th May and 19th October. Both were attended by many licensees, Trustees, the Centre Manager and the Youth Officer.

Ad hoc e-mails were also sent to all licensees by the Centre Manager on behalf of the Board of Trustees updating licensees on key events including Covid related protocols, fund raising initiatives, Centre maintenance priorities, the appointment of new Trustees and reminding them about safeguarding protocols. The relationship between the Board of Trustees and the Centre's cohort of licensees remained constructive and professional throughout 2021. The Centre Manager also communicated directly with licensees regularly via a WhatsApp group.

Centre Operations

Dani Karas started as the Charity's new Centre Manager in mid-December 2020. Dani used the January / Feburary hiatus to perform essential maintenance, improve the Charity's social media profile and advertise space. As Covid related concerns started to diminish, these efforts paid off as our licensed activities continued to build through the remainder of 2021. Full year license fees increased 63% to £97,429. The Centre seeded Project 2021 with £11,000 at the start of year, transferring an additional £10,000 in October with a final transfer of £22,756 in December. As a result Project 2022 began the year with a funding balance of £30,000.

As our finances recovered during 2021 and within the remit of the Charity's stated objects, the Charity is able to provide some space without charge to important activities in our community. This has for a long time included Gateway Club which brings 20-30 people with disabilities to the Centre every Friday evening. We also help West London Welcome which coordinates refugee families from various countries meeting at the Centre to socialise and cook a meal. Given Europe's refugee crisis and finances permitting, we aim to do more of this in 2022 so the Charity can continue to strengthen its community relevance and social purpose.

We were very sad to report the passing of Tony Heap in July 2021. He was originally a youth worker and, for almost 20 years, the Centre Manager. His energy and support over many challenging years when the Centre faced potential closure cannot be over-stated. Tony personified the Charity's dedication to help young people. During the Summer Holiday Programme Denny initiated the annual Tony Heap Basketball Tournament which attracted over 30 keen players. In 2022 we will rename the martial arts studio the 'Tony Heap Dojo.'

Governance

How the organisation is structured and steered is ultimately the responsibility of the Board of Trustees. Since assuming responsibility for the youth service from the start of 2019, those responsibilities have increased and changed materially. Denny Anthony is the Youth Officer who leads the youth programme. The Board oversees all activities in the Centre and, in order to perform this oversight function, it relies on three key direct reports: Denny Anthony (Youth Officer), Dani Karas (Centre Manager) and Jamilla Amra (Accounts Manager). Due to funding constraints we are thinly resourced compared to other charities which provide similar services,

As Chairman of the Board of Trustees, I am responsible for maintaining a fit-for-purpose Board of Trustees which comprises individuals with appropriately diverse backgrounds, a range of required skills, a natural empathy with the Charity's core purpose and sufficient time to contribute meaningfully to Board discussions and other responsibilities which they may be assigned. Finding appropriately skilled trustees with the right mindset for the role is challenging. As a result, the application process has been tightened and the induction process for potential new trustees has been improved and also extended to ensure candidates are best suited to the role. I am therefore very pleased to report that a third Trustee, Raj Parkash, joined the Board on 16th September 2021. Since retiring from his career as an international lawyer, Raj has devoted himself to the charity sector, working for a time as General Counsel at Comic Relief and holding Trustee positions in theatre and education. Raj is a Trustee of the Bush Theatre and lives in Chiswick. The search for a fourth Trustee continued in 2021, although it proved more difficult due to Covid. I am particularly keen to build the board's diversity and address the Board's residual skills gaps.

Given the expanded oversight of the Board of Trustees over the youth service, meetings of Trustees continued to be held every three months in 2021, either via Zoom or in person. Board meetings were fully informed with an agenda and board pack which was circulated to all attendees in good time before each meeting. Trustees are asked to amend the agenda as appropriate before it is finalised. Both the Centre Manager and Youth Officer are invited to meetings of Trustees when appropriate. Both individuals circulate a monthly report to Trustees. There were also more regular communications between meetings via e-mail, phone and informal face-to-face meetings. Minutes of each Board meeting are recorded, checked, circulated to all attendees and stored securely.

Organizational culture and conduct

Leading by example at all times, the Board of Trustees must work to ensure that the Charity's culture is both healthy and fit-for-purpose. Our culture refers to our patterns of behaviours, our rituals, the values that we share and the accepted norms and standards of behaviour. The right culture underpins our success by helping to motivate staff and reduce key staff turnover. It also helps to grow licensee revenues and to attract external funding. The right culture therefore underpins the Charity's long term success. I believe that good progress has been made moulding the culture of the enlarged organization to create the lasting foundations of a harmonious and unified working environment. Much effort has also been incurred to increase organisational transparency which is increasingly important as we partner with and receive funding from more external stakeholders e.g., local residents and sponsoring companies. A good culture requires constant effort and attention; there is never any room for complacency. This remains a priority work in progress in 2022 and beyond for all stakeholders, but especially for the Charity's leadership team.

Conclusion

We ended 2021 with much positive momentum in the youth service and across the Centre's broader community orientated licensed activities. A material increase in grant receipts, donations and license fees during 2021 enabled us to end the year with a stronger liquidity position. Underlying cash, net of licensee deposits, increased by 15% or £15,321 from £100,161 to £115,482. So our financial position is recovering from the adverse effects of Covid, but year end liquidity is still well below the reported figure at end 2019 of £141,469.

As ever maintaining a robust financial position is essential given a likely trebling of the Centre's combined gas and electricity costs in 2022. We now expect Centre running costs of approximately £95,000 in 2022 which means that the Charity's total annual cash operating costs are likely to exceed £190,000.

In the absence of any Covid restrictions and given increased public confidence in the effectiveness of the vaccination and booster programmes, we have started 2022 very well, continuing to build both youth programme participation and the Centre's licensed activities.

We have no shortage of ambition and hope to set two new records for the Charity in 2022: 5,000 youth programme attendances and total license fees of £130,000 or more. As above, this will leave the Charity with a 2022 funding deficit of approximately £60,000 which we must cover with external grants, sponsorships and donations. We have scheduled a third wine tasting event on 14th June and aim to raise £10,000 from donations, raffle ticket sales and sponsorships. We also aim to double the size of the Friends of the Hogarth network over the next two years. We thank every donor, sponsor and grant provider for their much needed support.

For a second year in 2021 Covid presented Trustees, the youth team, the Centre staff and its licensees with many unexpected work related and personal challenges. The Board of Trustees wholeheartedly thanks the Youth Officer, his entire team of youth workers and volunteers, the Centre Manager, the Accounts Manager and all of the Centre's support staff for their professional diligence throughout another very challenging year. It is a result of their commitment, flexibility and hard work in 2021 that we can continue to serve our local community with confidence in 2022.

2022 strategic and operational priorities

At the end of 2021, Trustees agreed to split the Charity's objectives as below. All of these objectives are to be reviewed and discussed at each Trustee meeting during 2022.

Charity's rolling objectives

1. To maintain the highest standards of safeguarding, thus strengthening the Charity's reputation as one which gives unwavering and absolute priority to the protection of young people.
2. To protect all of the Charity's resources, financial and other, minimising operating waste and inefficiencies wherever possible.
3. To continue to improve organisational culture and transparency, relying on the Charity's culture carriers to act inclusively with empathy and energy.

Charity's 2022 objectives

1. To grow the population of young attendees with a particular focus on building the cohort of young people aged 13 to 18 years whilst continuing to rebuild the total young person attendance frequency to over 5,000, by improving the appeal and relevance of the youth programme, so preparing the ground to apply for the Gold Quality Mark with London Youth.
2. To continue to build awareness of the Centre's available space and activities through more effective use of social media platforms and search engines whilst maintaining a user friendly and informative website in order to maximise the Centre's space utilisation and revenue efficiency whilst also increasing the potential cross-fertilisation between licensed activities and the youth programme.
3. To increase the social value generated by the Centre's operations by providing more free space if available to help disadvantaged groups, thus building the Charity's broader social purpose and local standing.
4. To host at least one successful fund raising event which raises £10,000 for PROJECT 2022, builds our network of Friends of the Hogarth and extends our list of and deepens our relationships with local residents and partner organisations.
5. To continue to apply for multiple local grants and corporate sponsorships to raise more than £30,000 for PROJECT 2022.
6. To progress negotiations with our landlord, the London Borough of Hounslow, for a new long term lease on terms which do not compromise our ability to sustain a vibrant youth service and socially valued community centre over the full duration of our new lease.
7. To minimise the Charity's environmental footprint by minimising all waste, but specifically single use plastic, and ensuring our gas central heating system works as efficiently as possible.
8. To recruit a fourth Trustee and so continue to build the skills and diversity of the Board of Trustees and deepen the charity's overall execution capabilities.

Fred Lucas
Trustee, Chair

Date: 14th May 2022

CHARITY'S RISK REGISTER

The Board of Trustees constantly scans the horizon for risks which may disrupt operations or threaten the Charity's existence. The Board of Trustees has long adopted a very prudent approach to risk management. This remains entirely appropriate given the heightened funding risks associated with the youth service. Risk mitigation is therefore a key priority and is discussed regularly. The following table summarises the key risks, both internal and external, and the risk mitigations undertaken.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Safeguarding breach	Rare (< 5%)	*Catastrophic* – a material breach of safeguarding rules involving a young person(s) on site could severely damage the Charity's good reputation and ultimately result in the Centre's permanent closure.	The Board of Trustees works very closely with the Youth Officer who authors our safeguarding policies and ensures their full implementation. The Youth Officer provides a monthly report to the Board of Trustees which starts with a review of safeguarding. Photographs of the two Safeguarding Officers (Denny Anthony and Naomi Alleyne) are now displayed around the Centre and on our website. Regular reminders are sent to all licensees reiterating the protocols and the importance of compliance with all safeguarding controls. New and clearer safeguarding signage has been displayed throughout the Centre. A penalty system for minor infringements has been established e.g., if a licensee client enters a safeguarded zone without supervision. Maintenance contractors are asked to work outside of safeguarding hours if possible. CCTV cameras monitor all safeguarded zones 24-7. Recordings are used as evidence of safeguarding breaches and to learn. We continue to work on a safeguarding protocol with our neighbour to cover our shared playground.	The Board of Trustees. The Youth Workers. The Centre Manager. All licensees and their clients. All Centre users including contractors and suppliers.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Loss of near term liquidity	Unlikely (5% - 20%)	*Manageable* – barring a very material unforeseen expense, the impact of a licensee default on the charity's liquidity is generally manageable, albeit unwelcome and to be avoided. The closure of the Centre, as occurred for almost three months in 2020, and further operating restrictions in Q1 2021 have depleted the Charity's free cash position vs. year end 2019.	Licensees are monitored and as necessary pursued by the Centre Manager to ensure prompt and full payment of monthly license fees. Licensees must pay via bank transfer – all cash and cheque payments have been stopped. The Charity has a small financial reserve which is a protective buffer should license fees stop for whatever reason. All of the Charity's cash is deposited with a high quality, global financial institution (HSBC) in accounts with immediate access. Our bank accounts are checked online regularly by two Trustees and the Accounts Manager.	The Board of Trustees. The Centre Manager.
Licensee churn	Probable (20% - 50%)	*Manageable* – a temporary loss of license fees is manageable provided the vacated space is filled within 1-2 months.	License agreements for long-term licensees include a three-month notice period which gives the Centre Manager time to look for alternative licensees. New licensees are partly selected based on the duration that they will license the space.	The Centre Manager.
Licensee default	Unlikely (5% - 20%)	*Material* – loss of revenue if a licensee fails to pay their monthly license fee can reduce funding available for the youth service.	The Centre Manager monitors all licensee activities, ensuring their franchise remains viable. Before being offered a space, all new licensees must complete a KYC form which requires two references and information on the business's ownership and funding. Preference is given to proven businesses rather than start ups. The Centre Manager updates the Board with a debtor's report. Failure to pay monthly license fees represents a breach of contract and notice may be served on the defaulting licensee, requiring them to vacate their space. All licensees pay a deposit of at least one month which may be withheld. An annual license fee revenue forecast is provided by the Centre Manager who updates it monthly.	The Board of Trustees. The Centre Manager. All licensees.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Loss of key personnel	Unlikely (5% - 20%)	*Material* – although subject to a notice period, if either the Youth Officer or Senior Youth Worker were to leave or become unavailable to work due to poor health or other reasons, delivery of the youth programme would be at risk as would its local franchise and standing. Unwanted staff turnover loses valuable Centre specific knowledge and expertise. It also consumes time finding and training replacement staff.	Working closely with the youth team, promoting full transparency across the entire organization and paying a fair remuneration appropriate to each role, the Board of Trustees looks to build staff loyalty. By continuing to improve organisational culture and imposing a zero tolerance for unacceptable behaviours, we intend to create an environment where people are fully respected and empowered and want to work long term for the Charity. Remuneration is as competitive as the Charity can afford.	The Board of Trustees. The Youth Officer. The Centre Manager.
Unexpected Centre maintenance and operating expenses	Probable (20% - 50%)	*Manageable* – the building which we lease from LBH is old and historically has been quite poorly maintained. Unexpected essential maintenance with a material cost can reduce the funding that is available for the youth programme. The same would apply given substantial increases in certain operating expenses such as gas and electricity.	A maintenance review of the Centre was completed in 2019 which resulted in a comprehensive list of maintenance priorities. Due to funding constraints, only essential maintenance was done in 2020 and 2021. Licensees are responsible for maintaining their spaces in a safe and secure state and, upon vacating, ensuring that their space is not in a worse condition than when they signed their license. Under its lease obligation, LBH is responsible for the Centre's roofing and external masonry and performed repairs in 2020 and 2021.	The Board of Trustees. The Centre Manager. Licensees. LBH.
Theft of assets	Unlikely (5% - 20%)	*Manageable* – the Charity does not own any high value, mission critical physical assets. Staff are responsible for the security of their work mobile phones and laptop computers.	CCTV cameras monitor all points of access and corridors 24-7. The Charity has a rolling contract with Securitas for a call alert and rapid response intervention if the building's alarm system is activated. The last licensee leaving the building is responsible for locking the front door and initiating the alarm system. Licensees are responsible for the security of their assets and must keep their spaces secure.	The Centre Manager. All licensees.

EXTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Lease expiry	Unlikely (5% - 20%)	*Catastrophic* – our lease agreement with LBH is currently scheduled to expire towards the end of 2024. If the lease is not renewed and extended beforehand, the Centre may be forced to close. Grant providers, donors and sponsors are wary about funding a programme which may be terminated if the lease is not renewed. Key staff are also becoming more concerned about their long term career development.	The Board of Trustees works to ensure that the Centre is maintained to ensure safe operations at all times. By building a successful track record of an independent, dynamic and valued youth service which is as securely funded as it can be, the Board of Trustees hopes to agree a new lease with LBH in advance of the lease expiry date. Trustees are currently in touch with Avison Young, Property Surveyors, and the Council in order to agree terms for a new lease with LBH.	The Board of Trustees.
Cyber fraud	Rare (< 5%)	*Material* – if the Charity's Bank accounts were hacked and money stolen, this would threaten both its liquidity and solvency.	Online banking login details are confidential and restricted to two Trustees and the Accounts Manager via their personal security devices and mobile phones. Both Trustees log in regularly to review all accounts and check for any suspicious transactions which are then investigated promptly. Our bank account details are only shared with bona fide donors, grant providers and sponsors. The Chair has participated in an on-line Cyber fraud prevention tutorial and promptly shared all key learnings with all Trustees and staff. Deposits held in a bank (HSBC) that is highly rated and authorised by the Prudent Regulation Authority are protected up to £85,000. The deposit protection limit applies to the total eligible deposits of each person, per PRA-authorised firm.	Board of Trustees. The Centre Manager. The Accounts Manager.

Report for the 12-month period ended 31 December 2021 *(continued)*

EXTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Personal data loss or theft	Rare (< 5%)	*Material* – our reputation would be damaged and confidence in our youth service would be reduced if the personal details of the young people attending the Centre or the Friends of the Hogarth group were either lost or stolen.	The confidential data on young people is saved on a laptop which is password protected. This laptop is stored securely at the Centre. Confidential data on licensees, suppliers and Trustees is saved on another computer which is password protected. Key statistics on youth user ages, gender, backgrounds, addresses and participation frequency are maintained by the youth team in the secure IYSS database under a contract with LBH. Personal information on the Friends of the Hogarth group is securely stored and only shared by Trustees on a need to know basis, marked Private & Confidential.	Board of Trustees. The Youth Team. The Centre Manager.
Cost inflation	Very likely (50% - 100%)	*Manageable* – typical annual cost inflation of 2-3% is expected, although much higher rates of cost inflation are likely in 2022.	License fees are typically increased by 2-3% every year. Every effort is made to ensure competitive tendering for all maintenance and supply contracts. Notwithstanding a competitive market, the costs of gas and electricity supplies are outside the Charity's control and both have increased very materially in 2022. Every effort is made to turn off unnecessary lighting and minimise central heating time. It was decided to lock in a fixed unit price for both gas and electricity in early 2022 for a 12 month period. Each year the Charity applies for and is typically granted an exemption from Business Rates.	Board of Trustees. The Centre Manager.

Report for the 12-month period ended 31 December 2021 *(continued)*

Report of the Directors and Trustees for the 12-month period ended 31st December 2021

The Directors and Trustees present the report and the unaudited financial statements for the 12-month period ended 31st December 2021.

Principal Activity

The principal activity of the Company is to promote the benefit of young people of the LBH without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions. This is achieved by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people and to provide an alternative to residential care and custody for young people in trouble.

Organisation

The Company operates from the Hogarth Youth and Community Centre. During the 12-month period ending 31st December 2021 the front office was staffed by Dani Karas, a new Centre Manager who started in this role in mid-December 2020. Dani Karas is a local resident. For the twelve months to 31st December 2021, Jamilla Amra served as Accounts Manager and the youth programme was delivered by the Youth Officer (Denny Anthony, contractor), Senior Youth Worker (Naomi Alleyne, contractor) and several other part-time trainee youth workers.

Main Activities

The Company's main activities include:

1. Onsite youth programmes for young people aged 8 to 21.
2. Onsite and offsite half term and holiday activities and schemes for the young people.
3. Licensing the Centre's space to a diverse set of appropriate licensees in order to fund building operations and maintenance and partly fund the youth service.

Review of financial activities and affairs

The attached financial statements show the current state of finances, which the Trustees consider to be sound. The Company's total license fees in the 12-month period ended 31st December 2021 amounted to £97,429 (2020 £59,668). The 63% increase is primarily due to the restrictions of lockdown gradually being lifted during the course of the financial year. The operations for the 12 months to 31st December 2021 resulted in a net profit of £14,222 compared to a net loss of £(36,050) for the 12 months ending 31st December 2020. As at 31st December 2021 the Company had cash balances with the bank and on hand of £126,242 (2020 £108,811). Cash is held with HSBC in two current accounts, a deposit account and with PayPal. Some donations are paid into the PayPal account although, as at 31st December 2021, there was a zero balance on this account. A small amount of petty cash is securely stored at the Centre.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2021 *(continued)*

Review of the Business and Future Prospects

The year began with another lockdown of schools which severely disrupted not only the Youth Programme, but also the operations of the licensees. It was not until April 2021 that most licensees began to return to the Centre. This resulted in licensee fees gradually building back up through the remainder of the year to a total for 2021 of £97,429. The licensee fees were supplemented by total grants from LBH of £25,216 and other grants and donations totalling £45,778. The total of £70,994 represented an increase of 102% from the total grants and donations received in 2020 of £35,222.

Total expenses of £158,968 were 18% higher than the previous period. Most of the increase resulted from the ending of furlough payments to various contractors.

Directors and their interests

The Directors during the 12-month period ended 31st December 2021 are shown on page 3.

Auditors

The accounts are not required to be audited because the turnover of the Company is below £1,000,000.

Company Exemption

For the 12-month period ended 31st December 2021, the Company was entitled to exemption under Section 477 of the Companies Act 2006. No members have required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476. The Directors and Trustees acknowledge their responsibility to:

1. Ensure the Company keeps accounting records which comply with the act.
2. Prepare accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year in accordance with Sections 394 and 395, and which otherwise comply with the applicable requirements of the Companies Act relating to the accounts.

Approved by the Board of Directors and signed on its behalf.

Jonathan Walker
Director
Date: 16th May 2022

Report for the 12-month period ended 31 December 2021 *(continued)*

Report of the Independent Examiner

I report on the financial statements annexed.

Respective responsibilities of Trustee and Examiner

The accounts (financial statements) have been prepared under the historical cost convention with items recognized at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Basis of Independent Examiner's Report

I report in respect of my examination of the Hogarth Charitable Trust Company Limited 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. 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 I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

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

A) Which gives me reasonable cause to believe that in any material respects the requirements:
   - to keep accounting records in accordance with Section 41 of the Act; and
   - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or

B) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Colin Airey FCCA
George Hay Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire, SG18 0LD

Date: 27/05/2022

HOGARTH CHARITABLE TRUST COMPANY LIMITED

	Notes	2021 Unrestricted Centre Operations £	2021 Restricted Youth Service £	2021 Total £	2020 12 Months £
INCOME					
London Youth	3			0	5,400
LBH Grants	3		25,216	25,216	9,137
Other Grants and Donations & Sponsorships	3	5,000	40,778	45,778	20,685
Licence Fees	4	80,771		80,771	51,866
Halls & Other	4	16,658		16,658	7,802
Canteen		835	2,287	3,123	2,268
Youth Service			1,637	1,637	1,579
Bank interest		8		8	83
Total Incoming Resources		**103,272**	**69,918**	**173,191**	**98,819**
EXPENDITURE					
Bad Debtors				0	135
Canteen Supplies			1,711	1,711	2,079
Depreciation		4,342		4,342	4,302
Holiday Projects			3,586	3,586	1,886
Youth Sessions			245	245	1,303
Grants & Other Projects			6,720	6,720	2,894
Building Security		1,010		1,010	1,052
Utilities	5	13,250		13,250	13,567
Building Maintenance & Cleaning	6	24,220		24,220	24,284
Sub Total		**42,822**	**12,262**	**55,084**	**51,501**
MANAGEMENT & ADMINISTRATION					
Contractors	7	15,101	81,051	96,152	75,693
Accounts review	8	810		810	810
Administrative costs	9	3,869	165	4,034	3,545
Bookkeeping & Legal Fees		2,029		2,029	2,200
Clubs for young people insurance			452	452	712
Trustee public liability insurance		408		408	408
Sub Total		**22,217**	**81,668**	**103,885**	**83,368**
Total Expenditure		**65,039**	**93,930**	**158,969**	**134,869**
Net incoming resources in year		**38,233**	**-24,012**	**14,222**	**-36,050**
Balances b/fwd 31 Dec 20		35,970	73,976	109,946	145,996
Transfer of Funds				0	0
Balances c/fwd 31 Dec 2021		**74,204**	**49,964**	**124,168**	**109,946**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Company No. 4000559

BALANCE SHEET AT 31 DECEMBER 2021

	Note	2021	2020
		£	£
FIXED ASSETS			
Net tangible assets	10	9,744	14,086
CURRENT ASSETS			
Debtors	11	724	-23
Other debtors & Prepayments	11	1,259	2,675
Cash at bank and in hand		126,242	108,811
		128,225	111,463
CREDITORS: Amounts falling due within one year	12	**-13,801**	**-15,603**
NET CURRENT ASSETS		114,424	95,860
NET ASSETS	13	**124,168**	**109,946**
FUNDS			
Unrestricted	14	74,204	35,970
Restricted	15	49,964	73,976
TOTAL FUNDS		**124,168**	**109,946**

In approving these financial statements as Directors of the Company we hereby confirm the following:

For the year in question the company was entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the Company to obtain an audit for its accounts for the year in question in accordance with Section 476.
2. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provision applicable to companies' subject to the small companies' regime.

The accounts were approved by the Trustees and Directors on 14th May 2022

Fredrick Lucas

Fred Lucas
Director

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the 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).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include financial instruments at fair value. The principal accounting policies adopted are set out below.

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - Charities SORP (FRS 102) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A and the Charities Act 2011.

Income

Donations and other income are accounted for when they are received, with the exception of restricted funds. Interest from deposit accounts is disclosed on a cash basis, where the effect is not materially different from using the accruals basis.

Expenses

Expenses are accounted for on the accruals basis.

Fund Accounting

The General Fund represents funds for use at the Company's discretion. The Restricted Funds represent funds given by the donors for specific projects.

Tangible Fixed Assets

Fixed assets are shown at historical cost and depreciation is provided, after taking account of any grants receivable, at the following rates in order to write-off each asset over its estimated useful life. The reducing balance is used for motor vehicles and equipment whilst original cost is used for property improvements.

	2020/21 and 2019/20
Motor vehicles	25%
Equipment	25%
Property improvements	10%

2. TRUSTEE / DIRECTOR EMOLUMENTS

The Trustees of the Company did not receive any emoluments or any expenses during the year.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

3. GRANTS AND DONATIONS

During the year, LBH awarded the Charity four grants totalling £25,216 to support the Youth Service. During the year, the Charity also received £5,000 from the B&Q Foundation for the redecoration of the entrance to the Centre and various other refurbishment work. The £45,778 of Other Grants and Donations & Sponsorships comprised the following:

Analytical People	500
B&Q	5,000
Cornel Lucas Collection	500
Doherty IT Solution	1,000
Helicon	500
Phastar	1,000
Virgin Media	1,000
Whitman Co wine event	250
Gift Aided Donations	27,991
HMRC Gift Aid	3,481
Donations not eligible for Gift Aid	4,556
	45,778

4. LICENSE FEES

The 63% Y-o-Y increase detailed below was primarily due to the lifting of Covid lockdown restrictions which enabled fuller space utilisation including a new long term licensee, Mannan Education. Licensees were not charged when government restrictions prevented them from operating and concessions were given to those licensees able to operate.

	2021	2020
	£	£
Chinese Medicine	9,063	7,239
Dojo	11,100	8,773
Fitnessology	14,900	13,281
Little Forest Folk	24,653	13,654
Little Kickers	3,755	3,753
Maternally Fit	0	416
Mannan Education	8,300	0
RCCG	9,000	4,750
Halls & Other	16,658	7,802
	97,429	**59,668**

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

5. UTILITIES

	2021	2020
	£	£
Electricity	5,416	5,675
Gas	6,686	6,556
Water	1,148	1,336
	13,250	**13,567**

The small Y-o-Y decrease in total utility charges is primarily due to the Covid related lockdowns which reduced consumption, partly offset by higher prices for both gas and electricity.

6. BUILDING MAINTENANCE & CLEANING

	2021	2020
	£	£
Building Maintenance	15,684	15,419
Cleaning	8,536	8,864
	24,220	**24,283**

The small decrease in cleaning expenses is due to reduced weekly cleaning hours from October 2021 as Covid related cleaning protocols were relaxed. Total building maintenance expenditure in 2021 comprised of the following items:

Water Risk Assessment	660
Redecoration	3,323
Annual equipment and system maintenance	1,505
Electrical	1,894
LBH Service Contract	2,241
Carpet fitting in studio	276
EICR	2,275
Various repairs	339
Misc Equipment	308
PPL License	1,083
Plumbing & Heating	1,780
	15,684

7. CONTRACTORS

Contractor service costs amounted to £96,152 and were paid to Dani Karas as Centre Manager (£15,101) and to the Youth Service Team (£81,051). As licensed activities increased during 2021, the Centre Manager's hours and hourly rate were both increased during the year.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

8. ACCOUNTS REVIEW

The Independent Examiner for our accounts, Peter Torino of AIMS Accountants for Business, who had examined our accounts for many years, retired in 2021. As a result, on 14th December 2021 we contracted with George Hay Chartered Accountants to act as our new independent examiner. This firm has agreed to examine our accounts for fiscal 2021 at a basic rate of £600 plus VAT at 20%.

9. ADMINISTRATIVE COSTS

	2021	2020
	£	£
IT	738	917
Office Supplies	137	172
Telephone	933	953
Sundry	2,225	1,503
	4,033	**3,545**

Sundry expenses of £2,225 includes an advisory contract for Health & Safety with LBH £626, various licenses & memberships £973, DBS checks and training £290 and other items £336.

10. TANGIBLE FIXED ASSETS

		Assets	Total
		£	£
Cost	At 1 January 2021	22,168	22,168
	Additions	0	0
	At 31 December 2021	22,168	22,168
Depreciation	At 1 January 2021	8,082	8,082
	For the year	4,342	4,342
	At 31 December 2021	12,424	12,424
Net Book Value	At 31 December 2020	14,086	14,086
	At 31 December 2021	***9,744***	***9,744***

In 2021 there were no tangible fixed asset additions. Depreciation for the year was little changed from 2020 and totalled £4,342.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

11. DEBTORS

	2021	2020
	£	£
Debtors	724	-23
Other Debtors	1,259	2,675
	1,983	**2,652**

Licensee debtors and other debtors are detailed as follows.

Dojo	244	-63
Others	120	40
LBH	360	0
	724	**-23**

Costco credit due in Jan 22	55
2021 Q4 gift aid	597
Securitas Jan 22	79
2022 Q1 Watson Laurie Youth Insurance	150
LBH 2022 Apr-Dec H&S services	38
Access Trustee Insurance 2022	340
	1,259

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade Creditors	1,598	5,968
Accruals	1,444	810
Licensee Deposits	10,760	8,650
Other Creditors		175
	13,802	**15,603**

Trade creditors of £1,598 comprise E.ON Electricity (£552), Total Gas & Power (£1,030) and BT (£15) with a small rounding difference to make the total. Accruals comprise £720 for the accounts examination and an unpaid bill with Castle Water for £724. The licensee deposits of £10,760 comprise the following deposits: Little Forest Folk (£2,380), Reformed Christian Church of God (£1,050), Martial Arts Studio users (£433), Halls (£1,830), Chinese Medicine (£813), Fitnessology (£1,674), Mannan Education (£1,800) and Little Kickers (£780).

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2021

13. NET ASSETS: ANALYSIS BY FUNDS

	Unrestricted Fund	Restricted Fund	Total
	£	£	£
Fixed Assets	0	9,744	9,744
Net Current Assets	74,204	40,220	114,424
Net Assets	74,204	49,964	124,168

14. UNRESTRICTED FUND: ANALYSIS

At 1st January 2021	35,970
Net Incoming Resources	38,233
At 31st December 2021	**74,203**

15. RESTRICTED FUND: ANALYSIS

At 1st January 2021	73,976
Net Incoming Resources	-24,012
Total	49,964
Transfer of Funds	
At 31st December 2021	**49,964**

16. CASH FLOW RECONCILIATION

	Dec 21	Dec 20
OPERATING ACTIVITIES		
Profit for the Year	14,222	-36,050
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Receivable	-746	987
Depreciation - Equipment	4,342	4,302
Other debtors	-154	-498
Prepayments	1,569	-316
Youth Worker Petty Cash	-1	7
Accounts Payable	-4,370	-6,578
Accruals	634	-1,433
Licensee Deposit	2,110	1,792
Other Creditors	-175	-360
Net cash provided by Operating Activities	17,431	-38,148
INVESTING ACTIVITIES		
Fix Asset (F&F and Equipment)		-1,367
Net cash provided by Investing Activities	0	-1,367
Net cash increase for period	17,431	-39,515
Cash at beginning of period	108,811	148,327
Cash at end of period	**126,242**	**108,811**

The increase in period end cash of £17,431 reflects the increase in license fees, donations and licensee deposits and zero investing activities, partly offset by a reduction in trade creditors.

As per Note 12, £10,760 of the period end cash is licensee deposits which may be returned to individual licensees if they choose to vacate the Centre without breach of contract.

The Charity's underlying cash , net of licensee deposits, therefore increased by 15% or £15,321 from £100,161 to £115,482.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

England & Wales - Charity number 1084019

Accounts

HOGARTH CHARITABLE TRUST COMPANY LIMITED

(A Company limited by guarantee)
Company No. 4000559

A REGISTERED CHARITY No. 1084019

Report and Financial Statements
For the 12-month period ended 31 December 2020

HOGARTH CHARITABLE TRUST COMPANY LIMITED

REPORT AND ACCOUNTS
For the 12-month period ended 31 December 2020

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2020

INTRODUCTION

Charitable Status
The Hogarth Charitable Trust Company Limited (the "Charity") is a company limited by guarantee, number 4000559 and a registered charity, number 1084019.

Registered Office and Principal Address
Hogarth Community & Youth Centre (the "Centre")
Duke Road
London W4 2DR

Bankers
HSBC Bank plc
281 Chiswick High Road
London W4 4HJ

Independent Examiner
Peter Torino – Aims Accountants for Business
25 Leith Mansions
Grantully Road
London W9 1LQ

Solicitor
Jonathan Walsh – Sutton-Mattocks & Co LLP
5 Castle Row
Horticultural Place
Chiswick
London W4 4JQ

Governing Documents
The provisions regulating the purposes and administration of the charity are governed by the Memorandum and Articles of Association of the limited company.

Directors and Trustees
The following four individuals served as Directors and Trustees during the period ending 31st December 2020:

Director & Trustee	**Date of Appointment**
Fred Lucas (Chairman)	30th January 2012
Basil Fraser	26th February 2012
Jonathan Walker	4th February 2020
Pamela Morrow	24th July 2020

During the period ending 31st December 2020, no Trustee received nor waived any remuneration, benefits or expenses (2018/19 - Nil).

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2020 *(continued)*

Trustee meetings occurred five times during this twelve month period on the following dates:

13th February 2020
19th May 2020
23rd July 2020
1st October 2020
8th December 2020

Due to Covid related restrictions, the meetings in May, July and October took place via Zoom. The other two meetings in February and December were held at the Centre.

During the year, the search for new trustees resulted in the appointment of a third Director and Trustee, Jonathan Walker, on 4th February 2020 and the appointment of a fourth Director and Trustee, Pamela Morrow, on 24th July 2020.

Jonathan Walker and Pam Morrow are the Company's ninth and tenth Directors respectively since its incorporation in May 2000. The names of all prior Directors of the Company are listed below.

- Tim Oakley was a Director from incorporation on 11th May 2000 until 5th December 2013.
- Kate Williams was a Director from incorporation on 11th May 2000 until 7th September 2011.
- Paul Clampin was a Director from 20th November 2006 to 7th September 2011.
- David Bentley was a Director from 1st September 2009 until 8th September 2011.
- Paul Clabburn was a Director from 27th September 2012 until 22nd November 2013.
- Patrick Brougham was a Director from 8th October 2012 until 30th September 2019.

CHAIR PERSON'S STATEMENT

This is my second annual statement as Chair of the Board of Trustees. It is addressed to all stakeholders in the Charity. The period under review in this report marks the second full year of the Charity running the Youth Programme independently from the London Borough of Hounslow.

2020 strategic and operational priorities – progress report

I first report on the progress made on the eleven key strategic and operational priorities which I set out in my first statement in the 2019 Report & Accounts. A summary of progress made on each priority is given below.

1. **To maintain the highest standards of safeguarding throughout the year with zero breaches.** The Youth Officer's monthly report documents any safeguarding incidents or confirms that none occurred. Incidents in 2020 which were reported involved licensee clients and members of St Mary's Roman Catholic Primary School ("SMS") entering safeguarded zones without permission. Appropriate follow up steps were taken with the licensees and senior members of staff at SMS. Safeguarding was established as a standing agenda item at Licensee Forum meetings which typically occur every three months, but only occurred three times in 2020 due to Covid related restrictions.

2. **To grow the population of young attendees with a particular focus on building the cohort of young people aged 13-18 whilst also raising the overall young person attendance frequency.** Unfortunately, Covid related restrictions enforced the suspension of the youth programme from 28th March until 22nd June and then obliged it to operate on a reduced capacity in order to remain Covid risk compliant until the year end. It was therefore neither practical nor possible to grow the cohort of young people attending the youth programme in 2020.

3. **To partner with more third party providers of diverse activities to develop, enrich and expand the youth programme.** Some local residents kindly offered both their time and expertise. Unfortunately, Covid related restrictions severely limited social interactions and the scope to expand the youth programme in 2020 and so we were unable to take up their offers to help.

4. **To elevate the youth program from Bronze to Silver status with the London Youth Award.** The entire Hogarth team was delighted to secure the Silver level of the London Youth Quality Mark early in just our second year of independence from LBH. This very important certification helps to motivate our staff and volunteers, secure external funding and also increases our influence with local stakeholders. When Covid restrictions ease, the Centre's finances are on a more secure footing and we have every ambition to apply for Gold status.

5. **To continue to build local awareness of the youth service and the Centre's available space. Our second Open Evening on 14th May 2020 is a very important event.** Government Covid related restrictions on social gatherings meant that the May event had to be rescheduled to 12th November. Unfortunately, it was then cancelled a second time due to the second lockdown which ran from 5th November until 2nd December. During the Centre's closure from March to June, available resources were therefore diverted to design a new, more informative and more user friendly website which was launched on 2nd June.

6. **To secure more regular donations, fresh grants and corporate sponsorships. This will not only build the Charity's financial resilience and a sense of local partnership, but it is vital if we are to expand the youth programme and serve more young people.** Following the success of the Centre's first open evening on 14th November 2019 which was attended by 86 people including six local councillors and the MP for Brentford & Isleworth, plans for a second open evening in May 2020 had to be cancelled due to Covid restrictions. However, the network of Friends of the Hogarth which started to form following the first open evening nevertheless grew during 2020 and ended the year with a membership of more than 100 people, some of whom make regular donations to help fund the youth programme. In 2020, Trustees initiated a quarterly e-mail to the Friends of the Hogarth group to keep them informed on the youth programme, Centre developments and fund raising efforts. Trustees also wrote articles on the Centre which were posted on local social media platforms including Chiswick Calendar and ChiswickW4. The Charity has also built awareness and relationships with many partner organisations which have donated to the Centre. By year end 2020, there were more than twenty such partner organisations. The Youth Officer led the application for several grants during 2020. Three were unsuccessful (London Mayor's Office, Heathrow Community Fund, UK Youth Fund – Covid Relief), one was successful (LBH Thriving Communities Fund) and another application was successful, but deferred to 2021 (Reducing Violent and Serious Crime Grant Programme, LBH). During the first lockdown in 2020, the Centre Manager approached many local corporates for potential sponsorship, but without success, primarily because many corporates withdrew local funding opportunities due to Covid damage to their own businesses.

7. **To raise the Centre's overall revenue efficiency by maximizing space utilisation throughout the Centre, but particularly the lower and upper halls.** The Centre's space utilisation fell materially in 2020 due to the government imposed lockdowns and strict rules which effectively prevented group gatherings and activities from April onwards. When the Centre re-opened in early June, those licensees able to operate were given temporary license fee reductions to help to sustain their businesses. However, many licensees were either unable or chose not to return until July or September. Some licensees withdrew from the Centre altogether because their businesses became unviable. Unsurprisingly, the local demand to hire hall spaces for group activities remained very weak in the second half of 2020. These factors are reflected in the 54% year-on-year reduction in total license fees which represents a material, but unavoidable drop in overall revenue efficiency.

8. **To maintain high standards of operating efficiency by continuing to minimise all wasteful expenditure.** A lower cost contract for the Centre's landline and broadband supply with Talk Talk and a lower cost, two year electricity supply contract with Npower both began in April 2020. During the first lockdown, the Centre was closed with all lighting and heating switched off. The Centre Manager's weekly hours were reduced to a minimum of 12 hours from April onwards. The Youth Officer and Senior Youth Worker graciously accepted a material reduction in their contracted monthly remuneration during the first lockdown. During this period, they assisted with the website construction, completed grant applications and prepared new Covid risk compliant procedures for when the youth programme restarted on 22nd June.

9. **To recruit a fourth Trustee with appropriate skills in order to strengthen our governance model and quality of oversight.** Pamela Morrow, a local Chiswick resident and one of the three founding members of the Friends of the Hogarth group, was appointed Trustee and Director of the Charity on 24th July 2020. The search then continued for a fifth Trustee and Director.

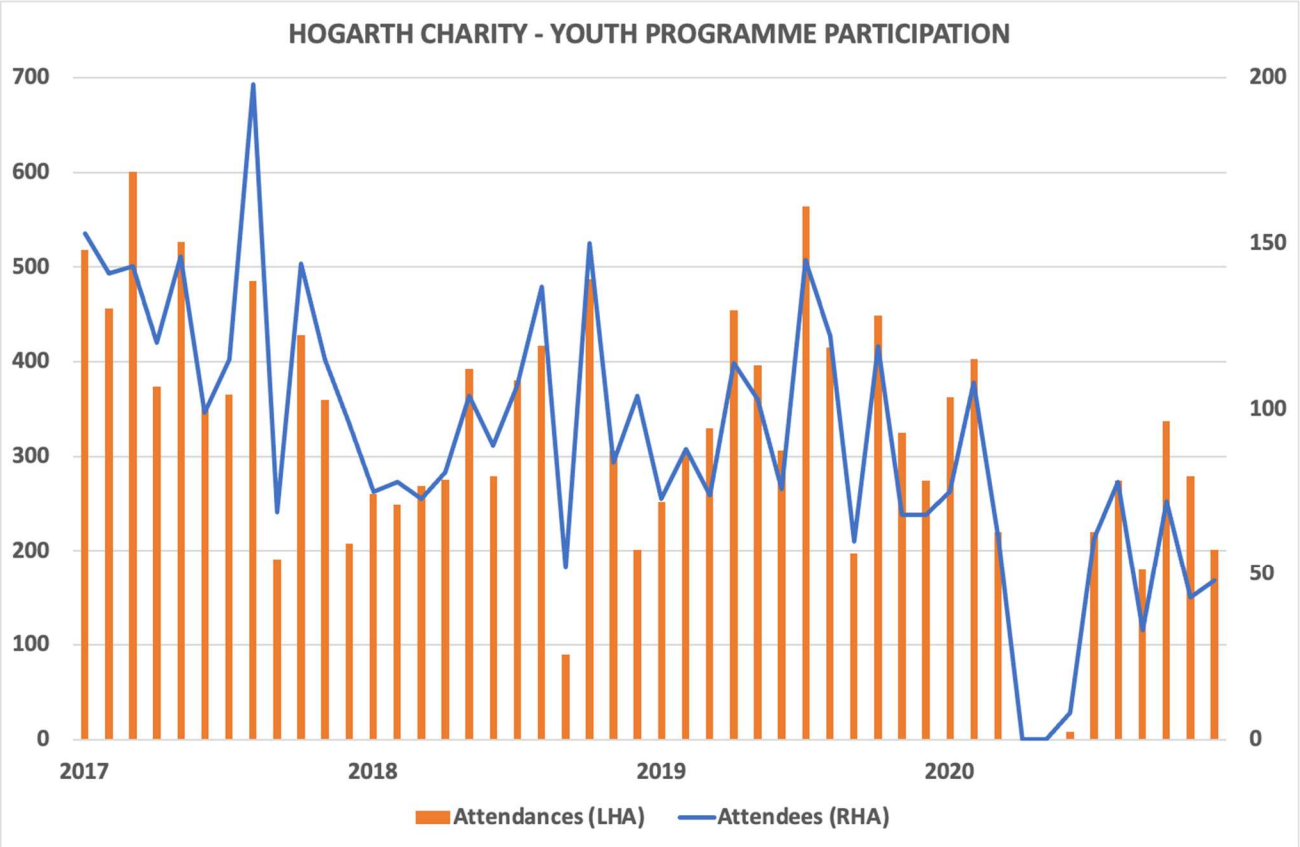
10. **To continue to improve organisational culture and transparency, relying on our key culture carriers to do so.** Covid tested the people, culture and values of the Charity. Judged by the constructive tone and open discussions held during Licensee Forum meetings, relationships amongst our cohort of licensees and between them and the Centre's staff remained positive during 2020. We were told by licensees that they very much appreciated license fee concessions to help their businesses to survive following the lockdowns. Licensees were not charged fees during the first lockdown. The interface between licensees and the youth programme is critical. Broad respect by licensees and their clients for our safeguarding rules may be evidenced by the few, relatively minor infringements recorded during 2020. The relationships between Trustees and the team of youth workers strengthened during 2020 as the two groups worked more closely together to overcome the unexpected challenges of two lockdowns and related restrictions on group gatherings.

11. **To discover and analyse relevant benchmarking data on comparable youth services in London.** This workstream was put on hold due to Covid.

The Youth Programme – Project 2020

Project 2020 began well and on schedule on 6th January. Per the chart that follows, programme attendee and attendance rates continued to increase year-on-year in both January and February. However, the programme was then severely disrupted by Covid related restrictions imposed by the UK Government which endured for the rest of 2020. These restrictions forced the youth programme to close when the Centre was closed on 28th March. The programme could not restart until 22nd June. As a result, both the Easter Holiday and May Half Term Holiday programmes were cancelled. During this 12-week period of closure, the Youth Team maintained steady contact with all parents and carers. They completed Covid compliant risk assessments and prepared new operating procedures to apply when the programme restarted. In order to control numbers of attendees, a booking system was activated on 22nd June and was used for the rest of the year. Both the Summer and October Holiday programmes were delivered, although the scope of both had to be changed to be Covid risk compliant. The youth programme continued to track all attendees using the Integrated Youth Support Services ("IYSS") database. During 2020, 201 young people (2019 274) attended the programme 2,485 times (2019 4,268 times).

The budgeted cost of Project 2020 was £92,500. A shortened programme (140 days vs. budgeted 187 days) was delivered at a total cost of £74,424. The lower costs were primarily due to the programme's 12-week closure in all of April, May and most of June. During this period, the youth workers, who were not eligible for the Government's furlough scheme, accepted reduced monthly payments from the Charity.



Internal stakeholder engagement

A Licensee Forum meeting was established in 2019 order to strengthen communications amongst licensees, the youth workers and Trustees. During 2020, these meetings continued to be a very useful, open format for licensees to raise issues and to suggest improvements to the Centre's operations and to learn about developments and initiatives at the Centre. Due to Covid related restrictions in 2020, only three such meetings were held at the Centre on 17th March, 8th September and 3rd December which were attended by many licensees, Trustees, the Centre Manager and the Youth Officer.

Ad hoc e-mails were also sent to all licensees by the Centre Manager on behalf of the Board of Trustees updating licensees on key events including Covid related protocols, fund raising initiatives, Centre maintenance priorities, the appointment of new Trustees and reminding them about safeguarding protocols. The relationship between the Board of Trustees and the Centre's cohort of licensees remained constructive and professional throughout 2020.

Centre Operations

At the start of 2020, Jamilla Amra asked to relinquish her role as Centre Manager so that she could return to her original, sole role as Accounts Manager for the Charity. Following an advertisement for the role and interview process, a replacement Centre Manager (Eilis Devendra) started at the Centre just before the first national lockdown in March. The handover was completed in early June. Due to family related reasons, Eilis Devendra had to resign and then served her notice period until 3rd December. Following a second advertisement for the role and interview process, her replacement, Dani Karas, started as Centre Manager in mid-December 2020.

Eilis Devendra's 9-month period as Centre Manager coincided with a period of unprecedented disruption to the Charity due to Covid. Eilis Devendra very successfully shifted her priorities and adapted the Centre's operations to be fully Covid risk compliant from when it re-opened in early June. Necessary changes included the installation of 15 hand sanitising units, new Covid related signage on doorways and walls and floor markings showing 2-metre social distances. A Track & Trace QR Code was displayed outside and at various locations inside the Centre. All of these measures remain very relevant in 2021 and so have lasting benefits. Cleaning activities were also increased following the Centre's re-opening at the beginning of June and a deep clean of the entire Centre was conducted between 26th August and 6th September. All license agreements were also updated to incorporate prevailing Covid related operating protocols. Licensees were kept fully updated on the evolving rules from March onwards via e-mail and WhatsApp and in the three Licensee Forum meetings (17th March, 8th September and 3rd December).

Governance

How the organisation is structured and steered is ultimately the responsibility of the Board of Trustees. Since assuming responsibility for the youth service from the start of 2019, those responsibilities have increased and changed materially. Denny Anthony is the Youth Officer who leads the youth programme. The Board oversees all activities in the Centre and, in order to perform this oversight function in 2020, it relies on three key direct reports: Denny Anthony (Youth Services), Jamilla Amra, Eilis Devendra and then Dani Karas (Centre Operations) and Jamilla Amra (Accounts).

Report for the 12-month period ended 31 December 2020 *(continued)*

As Chairman of the Board of Trustees, I am responsible for maintaining a fit-for-purpose Board of Trustees which comprises individuals with appropriately diverse backgrounds, a range of required skills, a natural empathy with the Charity's core purpose and sufficient time to contribute meaningfully to Board discussions and other responsibilities which they may be assigned. Finding appropriately skilled trustees with the right mindset for the role is challenging. As a result, the application process has been tightened and the induction process for potential new trustees has been improved and also extended to ensure candidates are best suited to the role.

I am therefore very pleased to report that a third Trustee (Jonathan Walker) joined the Board on 4th February 2020 and a fourth Trustee (Pamela Morrow) joined the board on 24th July 2020. Both individuals bring different, but relevant skills and experiences. The search for a fifth Trustee continued in H2 2020, although it proved more difficult due to Covid. I am particularly keen to build the board's diversity and address the Board's residual skills gap in property and contract law.

Given the expanded oversight of the Board of Trustees over the youth service, meetings of Trustees continued to be held almost every two months in 2020, either via Zoom or in person. Board meetings are fully informed with an agenda and board pack which is circulated to all attendees in good time before each meeting. Both the Centre Manager and Youth Officer are invited to meetings of Trustees when appropriate. Both individuals circulate a monthly report to Trustees. There were also more regular communications between meetings via e-mail, phone and informal face-to-face meetings. Minutes of each Board meeting are recorded, checked, circulated to all attendees of each meeting and stored securely.

Organizational culture and conduct

Leading by example at all times, the Board of Trustees must work to ensure that the Charity's culture is both healthy and fit-for-purpose. Our culture refers to our patterns of behaviours, our rituals, the values that we share and the accepted norms and standards of behaviour. The right culture underpins our success by helping to motivate staff and reducing key staff turnover. It also helps to grow licensee revenues and to attract external funding. The right culture is therefore absolutely critical for the Charity's long term success.

In 2020, the integration of the youth service with the Centre's other operations continued. I believe that measured progress has been made moulding the culture of the enlarged organization to create the lasting foundations of a harmonious and unified working environment. Much effort has also been incurred to increase organisational transparency which is increasingly important as we partner with and receive funding from more external stakeholders e.g., local residents and companies. I recognise that our culture is not perfect and there is never any room for complacency. This remains a priority work in progress in 2021 and beyond for all stakeholders, but especially for the Charity's leadership team.

Report for the 12-month period ended 31 December 2020 *(continued)*

Conclusion

We ended 2019 with much positive momentum in the youth service and across the Centre's broader licensed activities. This momentum carried well into early 2020 with license fees and the youth programme participation rates both continuing to grow year on year in January and February. It is not an exaggeration that the onset of Covid then changed our world completely, causing the Centre's first ever temporary closure and stressing the Charity's financial position.

Having improved the Centre's operational efficiency and controlled maintenance expenditures during 2019, the Charity entered 2020 in a relatively strong financial position. Fortunately, this enabled the Charity to continue to operate during what turned out to be the most challenging year in its history. Although the Charity starts 2021 in a weakened financial position, it is sufficiently robust to sustain its dual operations as a Youth Centre and as a Community Centre. In December 2020, £11,000 was transferred from our Current Account which serves the Centre's licensed activities and operating costs to our ring-fenced Youth Service Account which serves the youth programme. This reduced the forecast remaining funding deficit for Project 2021 to approximately £75,000.

If ever the importance of maintaining financial resilience was in doubt, the Covid experience must dispel permanently any such doubts. Our financial priority therefore remains to preserve an appropriate level of financial resilience at all times. Inevitably, this means slowing the pace of some non-essential Centre refurbishment.

Covid presented Trustees, the youth team, the Centre staff and its licensees with many unexpected work related and personal challenges. The Board of Trustees wholeheartedly thanks the Youth Officer, his entire team of youth workers and volunteers, the Centre Manager and all of the Centre's support staff for their professional diligence throughout a most challenging year. It is a result of their commitment, flexibility and hard work in 2020 that we can continue to serve our local community in 2021.

We started 2021 with a fresh set of Covid challenges as a third national lockdown closed schools in England and with that the youth programme from the beginning of January until 8th March. However, as I conclude this message in April 2021, I am pleased to report that the youth programme restarted on 8th March and, as restrictions ease, existing and new licensees are gradually returning to the Centre.

2021 strategic and operational priorities

Unprecedented and totally unexpected Covid related restrictions prevented or slowed progress on many of our targeted development priorities in 2020. We had to adapt and that required a different set of more urgent priorities. Some of 2020's priorities therefore roll into 2021 and others, such as safeguarding excellence and building Trustee diversity, remain a constant priority.

1. To maintain the highest standards of safeguarding throughout the year.
2. To continue to improve organisational culture and transparency, relying on our key culture carriers to do so.
3. To grow the population of young attendees with a particular focus on building the cohort of young people aged 13 to 18 whilst also rebuilding the overall young person attendance frequency following the material dislocations caused by Covid in 2020 and early 2021.
4. To continue to build local awareness of the Centre's available space and activities through more effective use of social media platforms and search engines in order to rebuild the Centre's space utilisation and revenue efficiency.
5. To host at least two successful virtual fund raising events which avoid the need for physical group gatherings at the Centre, but build our network of Friends of the Hogarth and extend our list and deepen our relationships with local partner organisations.
6. To continue to apply for multiple grants, but shifting our focus to apply for grants offered locally rather than nationally in order to maximise our chances of success.
7. To recruit more Trustees with diverse backgrounds that creates a mix of Trustees which better reflects the profile of our key stakeholders.
8. To initiate and progress negotiations with our landlord, the London Borough of Hounslow, for a new long term lease which does not in any way compromise our ability to sustain a vibrant youth service and valued community centre over the full duration of our new lease.
9. To perform all essential maintenance and as much other work as funds permit to ensure a fit-for-purpose Centre can operate effectively and safely at all times in accordance with all regulations whilst complying with all Covid related restrictions at all times.
10. To discover and analyse relevant benchmarking data on comparable youth services in London.

Fred Lucas
Trustee, Chair

Date: 11th June 2021

CHARITY'S RISK REGISTER

The Board of Trustees constantly scans the horizon for risks which may disrupt operations or threaten the Charity's existence. The Board of Trustees has long adopted a very prudent approach to risk management. This remains entirely appropriate given the heightened funding risks associated with the youth service. Risk mitigation is therefore a key priority and is discussed regularly. The following table summarises the key risks, both internal and external, and the risk mitigations undertaken.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Safeguarding breach	Rare (< 5%)	*Catastrophic* – a material breach of safeguarding rules involving a young person(s) on site could severely damage the Charity's good reputation and ultimately result in the Centre's permanent closure.	The Board of Trustees works closely with the Youth Officer who authors our safeguarding policies and ensures their full implementation. The Youth Officer provides a monthly report to the Board of Trustees which starts with a review of safeguarding. Photographs of the two Safeguarding Officers (Denny Anthony and Naomi Alleyne) are now displayed around the Centre and on our website. Regular reminders are sent to all licensees reiterating the protocols and the importance of compliance with all safeguarding controls. New and clearer safeguarding signage has been displayed throughout the Centre. A penalty system for minor infringements has been established e.g., if a licensee client enters a safeguarded zone without supervision. Maintenance contractors are asked to work outside of safeguarding hours if possible. CCTV cameras monitor all safeguarded zones 24-7. Recordings are used as evidence of safeguarding breaches and to learn.	The Board of Trustees. The Youth Workers. The Centre Manager. All licensees and their clients. All Centre users including contractors and suppliers.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Loss of near term liquidity	Unlikely (5% - 20%)	*Manageable* – barring a very material unforeseen expense, the impact of a licensee default on the charity's liquidity is generally manageable, albeit unwelcome and to be avoided. The closure of the Centre, as occurred for almost three months in 2020, and further operating restrictions in Q1 2021 have depleted the Charity's financial reserves.	Licensees are monitored and as necessary pursued by the Centre Manager to ensure prompt and full payment of monthly license fees. The Charity has a small financial reserve which is a protective buffer should license fees stop for whatever reason. All of the Charity's cash is deposited with a high quality, global financial institution (HSBC) in multiple accounts with immediate access and zero capital risk. Our bank accounts are checked online regularly by two Trustees and the Accounts Manager.	The Board of Trustees. The Centre Manager.
Licensee churn	Probable (20% - 50%)	*Manageable* – a temporary loss of license fees is manageable provided the vacated space is filled within 1-2 months.	License agreements for long-term licensees include a three-month notice period which gives the Centre Manager time to look for alternative licensees. New licensees are partly selected based on the duration that they will license the space.	The Centre Manager.
Licensee default	Unlikely (5% - 20%)	*Material* – loss of revenue if a licensee fails to pay their monthly license fee can reduce funding available for the youth service.	The Centre Manager monitors all licensee activities, checking that their franchise is working. Before being offered a space, all new licensees must complete a KYC form which requires two references and full information on the business's ownership and funding. Preference is given to proven businesses rather than start ups. The Centre Manager regularly updates the Board of Trustees with a debtor's report. Failure to pay monthly license fees represents a breach of contract and notice may be served on the defaulting licensee, requiring them to vacate their space. All licensees pay a deposit of at least one month which may be withheld. An annual license fee revenue forecast is provided by the Centre Manager who updates it monthly.	The Board of Trustees. The Centre Manager. All licensees.

INTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Loss of key personnel	Unlikely (5% - 20%)	*Material* – although subject to a notice period, if either the Youth Officer or Senior Youth Worker were to leave or become unavailable to work due to poor health or other reasons, delivery of the youth programme would be at risk as would its local franchise and standing. Unwanted staff turnover loses valuable Centre specific knowledge and expertise. It also consumes time finding and training replacement staff.	Working closely with the youth team and promoting full transparency across the entire organization, the Board of Trustees looks to build staff loyalty. By continuing to improve organisational culture and imposing a zero tolerance for unacceptable behaviours, we intend to create an environment where people are fully respected and empowered and want to work long term for the Charity. Remuneration is as competitive as the Charity can afford.	The Board of Trustees. The Youth Officer. The Centre Manager.
Unexpected Centre maintenance expenses	Probable (20% - 50%)	*Manageable* – the building which we lease from LBH is old and historically has been quite poorly maintained. Unexpected essential maintenance with a material cost can reduce the funding that is available for the youth service.	A maintenance review of the Centre was completed in 2019 which resulted in a comprehensive list of maintenance priorities. Due to funding constraints, only essential maintenance was carried out in 2020. Licensees are responsible for maintaining their spaces in a safe and secure state and, upon vacating, ensuring that their space is not in a worse condition than when they signed their license. Under its obligation, LBH is responsible for the Centre's roofing and external masonry and performed repairs in 2020.	The Board of Trustees. The Centre Manager. Licensees. LBH.
Theft of assets	Unlikely (5% - 20%)	*Manageable* – the Charity does not own any high value, mission critical physical assets. Staff are responsible for the security of their work mobile phones and laptop computers.	CCTV cameras monitor all points of access and corridors 24-7. The Charity has a rolling contract with Securitas for a call alert and rapid response intervention if the building's alarm system is activated. The last licensee leaving the building is responsible for locking the front door and initiating the alarm system. Licensees are responsible for the security of their assets and must keep their spaces locked when not in the building.	The Centre Manager. All licensees.

EXTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Lease expiry	Unlikely (5% - 20%)	*Catastrophic* – our lease agreement with LBH is currently scheduled to expire on 31st October 2024. If the lease is not renewed and extended beforehand, the Centre may be forced to close. Donors and sponsors are increasingly wary about funding a programme which may be terminated if the lease is not renewed. Key staff are also becoming more concerned about their long term career development.	The Board of Trustees works to ensure that the Centre is maintained to ensure safe operations at all times. By building a successful track record of an independent, dynamic and valued youth service which is as securely funded as it can be, the Board of Trustees hopes to agree a meaningful lease extension with LBH in advance of the lease expiry date. Trustees held their first meeting with Christian Carlisle, Director of Property and Building Services, on 11th December 2020 to initiate the process of renewing our lease with LBH.	The Board of Trustees.
Cyber fraud	Rare (< 5%)	*Material* – if the Charity's Bank accounts were hacked and money stolen, this would threaten both its liquidity and solvency.	Online banking login details are confidential and restricted to two Trustees and the Accounts Manager via their personal security devices. Both Trustees log in regularly to review all accounts and check for any suspicious transactions. Our bank account details are only shared with bona fide donors, grant providers and sponsors. The Chair participated in an on-line Cyber fraud prevention tutorial and promptly shared all key learnings with all Trustees and staff. Deposits held in a bank (HSBC) that is authorised by the Prudent Regulation Authority are protected up to £85,000. The deposit protection limit applies to the total eligible deposits of each person, per PRA-authorised firm.	Board of Trustees. The Centre Manager. The Accounts Manager.

EXTERNAL				
Key risk	**Likelihood**	**Potential impact**	**Mitigations**	**Who owns the risk**
Personal data loss or theft	Rare (< 5%)	*Material* – our reputation would be damaged and confidence in our youth service would be reduced if the personal details of the young people attending the Centre or the Friends of the Hogarth group were either lost or stolen.	The confidential data on young people is saved on a laptop which is password protected. This laptop is stored securely at the Centre. Confidential data on licensees, suppliers and Trustees is saved on another computer which is password protected. Key statistics on youth user ages, gender, backgrounds, addresses and participation frequency are maintained by the youth team in the secure IYSS database under a contract with LBH. Personal information on the Friends of the Hogarth group is securely stored and only shared by Trustees on a need to know basis.	Board of Trustees. The Youth Team. The Centre Manager.
Cost inflation	Very likely (50% - 100%)	*Manageable* – typical annual cost inflation of 2-3% is expected.	License fees are typically increased by 2-3% every year. Every effort is made to ensure competitive tendering for all maintenance and supply contracts.	The Centre Manager.

Report of the Directors and Trustees for the 12-month period ended 31st December 2020

The Directors and Trustees present the report and the unaudited financial statements for the 12-month period ended 31st December 2020.

Principal Activity

The principal activity of the Company is to promote the benefit of young people of the LBH without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions. This is achieved by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people and to provide an alternative to residential care and custody for young people in trouble.

Organisation

The Company operates from the Hogarth Community and Youth Centre. During the 12-month period ending 31st December 2020 the front office was initially staffed by Jamilla Amra who acted as both Centre Manager and Accounts Manager. In early January 2020, Jamilla Amra asked to return to her sole role of Accounts Manager and cease to be the Centre Manager. On 17th March 2020, Jamilla's replacement, Mrs Eilis Devendra, was hired as the new Centre Manager. Due to family commitments, Mrs Devendra served her notice in early October and then worked her full notice period to 3rd December. A new Centre Manager was hired in mid-December. Dani Karas is a local resident. For the twelve months to 31st December 2020, the youth service was delivered by the Youth Officer (Denny Anthony, contractor), Senior Youth Worker (Naomi Alleyne, contractor) and other part-time junior youth workers as well as voluntary workers.

Main Activities

The Company's main activities include:

1. Onsite youth programmes for young people aged 8 to 21.
2. Onsite and offsite half term and holiday activities and schemes for the young people.
3. Licensing the Centre's space to a diverse set of appropriate licensees in order to fund building operations and maintenance and partly fund the youth service.

Review of financial activities and affairs

The attached financial statements show the current state of finances, which the Trustees consider to be sound. The Company's total license fees in the 12-month period ended 31st December 2020 amounted to £59,668 (2018/19 £129,489). The 54% decrease is primarily due to (i) the decrease in license fees due to the two national lockdowns imposed by the Government; (ii) demand for hall space to enable group gatherings remained very weak after the first lockdown was ended; and (iii) the prior reference period being 14 months. The operations for the 12 months to 31st December 2020 resulted in a net loss of £(36,050) compared to a net profit of £67,784 for the 14 months ending 31st December 2019. As at 31st December 2020 the Company had cash balances with the bank and on hand of £108,811 (2018/19 £148,327). Cash is held with HSBC in two current accounts, a deposit account and with PayPal. Some donations are paid into the PayPal account although, as at 31st December 2020, there was a zero balance on this account. A small amount of petty cash is securely stored at the Centre.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2020 *(continued)*

Review of the Business and Future Prospects

The Company anticipates continuing in the same activity for the next financial year 2021. Funding remains the Company's key challenge. In March 2020 the UK, along with many other parts of the world, was hit with the Corona virus. As a result, the Centre was obliged to close as from 28th March until the beginning of June 2020. This seriously affected the finances of the Company such that licence fees fell to £59,668 for the year to 31st December 2020, a decline of 54% from the level of £129,489 for the 14 months to 31st December 2019. This was partially offset by an increase in grants and donations to £20,685 (£11,812 for the previous period) and the award of LBH Grants and a London Youth Silver Award totalling £14,537. Against this, the transitional funding of £68,700 that the Company received in 2019 from LBH was fully spent in 2019.

Total expenses of £134,869 were 10% lower than the previous period.

Directors and their interests

The Directors during the 12-month period ended 31st December 2020 are shown on page 3.

Auditors

The accounts are not required to be audited because the turnover of the Company is below £1,000,000.

Company Exemption

For the 12-month period ended 31st December 2020, the Company was entitled to exemption under Section 477 of the Companies Act 2006. No members have required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476. The Directors and Trustees acknowledge their responsibility to:

1. Ensure the Company keeps accounting records which comply with the act.
2. Prepare accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year in accordance with Sections 394 and 395, and which otherwise comply with the applicable requirements of the Companies Act relating to the accounts.

Approved by the Board of Directors and signed on its behalf.

Fred Lucas
Director

Date: 11th June 2021

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Report for the 12-month period ended 31 December 2020 *(continued)*

Report of the Independent Examiner

I report on the financial statements annexed.

Respective responsibilities of Trustee and Examiner
The accounts (financial statements) have been prepared under the historical cost convention with items recognized at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Basis of Independent Examiner's Report
I report in respect of my examination of the Hogarth Charitable Trust Company Limited 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. 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 I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT
In connection with my examination, no matter has come to my attention:

A) Which gives me reasonable cause to believe that in any material respects the requirements:
   - to keep accounting records in accordance with Section 41 of the Act; and
   - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

   have not been met; or
B) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

PA Torino

Peter Torino BSc ACA
AIMS Accountants for Business
25 Leith Mansions
Grantully Road
London W9 1LQ

Date: 11 June 21

HOGARTH CHARITABLE TRUST COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020
INCOME & EXPENDITURE

	Notes	2020 Unrestricted Centre Operations £	2020 Restricted Youth Service £	2020 Total £	2018/19 14 Months £
INCOME					
London Youth	3		5,400	5,400	700
LBH Transitional Funding	3			0	68,700
LBH Grants			9,137	9,137	0
Internally generated					
Grants and Donations	3		20,685	20,685	11,812
Licence Fees	4	51,866		51,866	124,585
Halls & Other	4	7,802		7,802	4,904
Canteen			2,268	2,268	3,337
Youth Service			1,579	1,579	3,582
Bank interest		83		83	171
Total Incoming Resources		**59,750**	**39,069**	**98,819**	**217,791**
EXPENDITURE					
Bad Debtors		135		135	5,565
Canteen Supplies			2,079	2,079	3,452
Depreciation		4,302		4,302	2,933
Holiday Projects			1,886	1,886	4,948
Youth Sessions			1,303	1,303	279
Grants & Other Projects			2,894	2,894	489
Building Security		1,052		1,052	2,071
Utilities	5	13,567		13,567	16,684
Electricity Rebate	5			0	-8,215
Building Maintenance & Cleaning	6	24,284		24,284	22,966
Sub Total		**43,339**	**8,162**	**51,501**	**51,172**
MANAGEMENT & ADMINISTRATION					
Contractors & Volunteers	7	10,456	65,238	75,693	89,264
Accounts review	8	810		810	810
Administrative costs	9	3,233	313	3,545	5,426
Bookkeeping & Legal Fees		2,200		2,200	2,479
Clubs for young people insurance			712	712	414
Trustee public liability insurance		408		408	442
Sub Total		**17,107**	**66,262**	**83,368**	**98,835**
Total Expenditure		**60,446**	**74,424**	**134,869**	**150,007**
Net incoming resources in year		**-695**	**-35,355**	**-36,050**	**67,784**
Balances b/fwd 31 Dec 19		36,665	109,331	145,996	78,212
Transfer of Funds				0	0
Balances c/fwd 31 Dec 2020		**35,970**	**73,976**	**109,946**	**145,996**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Company No. 4000559

BALANCE SHEET AT 31 DECEMBER 2020

	Note	2020	2018/19
		£	£
FIXED ASSETS			
Net tangible assets	10	14,086	17,021
CURRENT ASSETS			
Debtors	11	-23	964
Other debtors		2,675	1,868
Cash at bank and in hand		108,811	148,327
		111,464	151,159
CREDITORS: Amounts falling due within one year	12	**-15,603**	**-22,183**
NET CURRENT ASSETS		95,860	128,976
NET ASSETS	13	**109,946**	**145,996**
FUNDS			
Unrestricted	14	35,970	36,665
Restricted	15	73,976	109,331
TOTAL FUNDS		**109,946**	**145,996**

In approving these financial statements as Directors of the Company we hereby confirm the following:

For the year in question the company was entitled to exemption under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the Company to obtain an audit for its accounts for the year in question in accordance with Section 476.
2. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provision applicable to companies' subject to the small companies' regime.

The accounts were approved by the Trustees and Directors on 11th June 2021.

Fred Lucas
Director

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the 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).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include financial instruments at fair value. The principal accounting policies adopted are set out below.

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - Charities SORP (FRS 102) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A and the Charities Act 2011.

Income

Donations and other income are accounted for when they are received, with the exception of restricted funds. Interest from deposit accounts is disclosed on a cash basis, where the effect is not materially different from using the accruals basis.

Expenses

Expenses are accounted for on the accruals basis.

Fund Accounting

The General Fund represents funds for use at the Company's discretion. The Restricted Funds represent funds given by the donors for specific projects.

Tangible Fixed Assets

Fixed assets are shown at historical cost and depreciation is provided, after taking account of any grants receivable, at the following rates in order to write-off each asset over its estimated useful life. The reducing balance is used for motor vehicles and equipment whilst original cost is used for property improvements.

	2019/20 and 2018/19
Motor vehicles	25%
Equipment	25%
Property improvements	10%

2. TRUSTEE / DIRECTOR EMOLUMENTS

The Trustees of the Company did not receive any emoluments or any expenses during the year.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

3. GRANTS AND DONATIONS

During the year the Charity received £5,400 from London Youth of which £5,000 was for successfully achieving the Silver Award. LBH awarded the Charity a £9,137 grant. This was a Covid grant to support the Summer Programme. The £20,685 Grants & Donations comprised the following:

Waitrose	425
Glebe Estate Residents Association	500
Helicon Health Ltd	500
Whitman & Co Ltd	500
The John Casson Foundation	1,000
Killik & Co	1,000
Good Luck Charitable Trust	1,000
Paypal Gift Aided Donations	1,679
Ledger Moulsdale Charitable Trust	2,000
HMRC Gift Aid	2,483
Gift Aided Donations	4,675
Anon Donations	4,923
	20,685

4. LICENSE FEES

The 54% Y-o-Y decrease detailed below was primarily due to Covid lockdown restrictions. Licensees were not charged when the Centre was closed and when it was re-opened concessions were given to licensees able to operate. The license held by Acola Kids Ltd in 2018/19 was terminated due to their failure to pay license fees owed.

	2020	**2018/19**
	£	**£**
Acola Kids Ltd	0	35,492
Chinese Medicine	7,239	12,744
Dojo	8,773	19,622
Fitnessology	13,281	25,053
Little Forest Folk	13,654	19,686
Little Kickers	3,753	10,009
Maternally Fit	416	1,979
RCCG	4,750	0
Halls & Other	7,802	4,904
	59,668	**129,489**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

5. UTILITIES

	2020	2018/19
	£	£
Electricity	5,675	5,278
Gas	6,556	9,784
Water	1,336	1,622
	13,567	**16,684**

The Y-o-Y decrease in charges for gas and water is due to the Covid related lockdowns. The increase in electricity expenses is due to the December invoice being higher than previous months as it was based on an estimated reading.

6. BUILDING MAINTENANCE & CLEANING

	2020	2018/19
	£	£
Building Maintenance	15,419	10,469
Cleaning	8,864	12,497
	24,284	**22,966**

Although cleaning activity increased once the first national lockdown ended, total cleaning expenses fell because the Centre was closed for 12 weeks. Total building maintenance expenditure in 2020 comprised of the following items:

Fire Risk Assessment	330
Washroom redecoration	705
Annual equipment and system maintenance	1,184
Electrical	1,386
LBH Service Contract	1,619
New Flooring in washrooms	1,677
PPL	1,799
Various repairs	2,398
Plumbing & Heating	4,320
	15,419

7. CONTRACTORS & VOLUNTEERS

Contractor service costs amounted to £75,087 and were paid to Jamilla Amra and Eilis Devendra as Accounts Manager and Centre Manager (£10,456) and to the Youth Service Team (£64,632).

8. ACCOUNTS REVIEW

The amount payable to the Independent Examiner for 2020 is £675 plus VAT at 20%.

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

9. ADMINISTRATIVE COSTS

	2020	2018/19
	£	£
IT	917	552
Office Supplies	172	490
Telephone	953	1,104
Sundry	1,503	3,280
	3,545	**5,426**

In 2020 the increased IT spend was on a digital display board, the website refurbishment and website domain renewals and updates. Sundry expenses of £1,503 includes an advisory contract for Health & Safety with LBH £525, licenses & memberships £313, DBS checks and recruitment advertisements £412 and other items £253.

10. TANGIBLE FIXED ASSETS

		Assets	Total
		£	£
Cost	At 1 January 2020	20,801	20,801
	Additions	1,367	1,367
	At 31 December 2020	22,168	22,168
Depreciation	At 1 January 2020	3,780	3,780
	For the year	4,302	4,302
	At 31 December 2020	8,082	8,082
Net Book Value	At 31 December 2019	17,021	17,021
	At 31 December 2020	***14,086***	***14,086***

The 2020 tangible fixed addition was a Defibrillator £1,367. Depreciation for the year totalled £4,302.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

11. DEBTORS

	2020	2018/19
	£	£
Debtors	-23	964
Other Debtors	2,675	1,868
	2,652	**2,832**

Other debtors and prepayments are detailed as follows.

2021 ICO annual fee	40
2021 Jan Securitas	79
2021 Water & waste charge	228
2021 PI & Trustee annual insurance	340
2021 Q1 LBH service contracts	407
2020 Q4 GA accrual	498
2021 PPL PRS music license	1,083
	2,675

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2018/19
	£	**£**
Trade Creditors	5,968	12,547
Accruals	810	2,243
Licensee Deposits	8,650	6,858
Other Creditors	175	535
	15,603	**22,183**

Trade creditors of £5,968 comprised E.ON Electricity (£916), LBH (£3,223), Schools Office Services (£639) and Total Gas & Power (£1,191).

The licensee deposits of £8,650 comprise the following: Little Forest Folk (£2,380), Reformed Christian Church of God (£1,050), Martial Arts Studio users (£433), Halls (£1,520), Chinese Medicine (£813), Fitnessology (£1,674) and Little Kickers (£780). Other creditors are LBH (£175).

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

13. NET ASSETS: ANALYSIS BY FUNDS

	Unrestricted Fund	Restricted Fund	Total
	£	£	£
Fixed Assets	0	14,086	14,086
Net Current Assets	35,970	59,890	95,861
Net Assets	35,970	73,976	109,946

14. UNRESTRICTED FUND: ANALYSIS

General Reserve Maintenance	General Reserve Expenses	Balance	Total
£	£	£	£
4,125	4,125	31,845	35,970

15. RESTRICTED FUND: ANALYSIS

At 1st January 2020	109,331
Net Incoming Resources	-35,355
Total	73,976
Transfer of Funds	
At 31st December 2020	**73,976**

HOGARTH CHARITABLE TRUST COMPANY LIMITED

NOTES TO THE ACCOUNTS FOR THE 12-MONTH PERIOD ENDED 31 DECEMBER 2020

16. CASH FLOW RECONCILIATION

	Dec 20	Nov '18 - Dec 19
OPERATING ACTIVITIES		
Profit for the Year	-36,050	67,784
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	987	-1,009
Depreciation - Equipment	4,302	2,933
Other debtors	-498	1,758
Prepayments	-316	-1,868
Youth Worker Petty Cash	7	
Accounts Payable	-6,578	9,055
Accruals	-1,433	-14,066
Licensee Deposit	1,792	-1,079
Other Creditors	-360	-1,504
Net cash provided by Operating Activities	-38,148	62,004
INVESTING ACTIVITIES		
Fix Asset (F&F and Equipment)	-1,367	-14,567
Net cash provided by Investing Activities	-1,367	-14,567
Net cash increase for period	-39,515	47,438
Cash at beginning of period	148,327	100,889
Cash at end of period	**108,811**	**148,327**

The decrease in period end cash of £39,516, reflects the 54% reduction in license fees partly offset by some cost savings, an increase in donations and licensee deposits, a less negative change in working capital and a material reduction in fixed asset investments during the year.

As per Note 12, £8,650 of the period end cash is licensee deposits which may be returned to individual licensees if they choose to vacate the Centre without breach of contract.

Excluding licensee deposits, total free cash declined by £41,308 from £141,469 to £100,161.