

COMPANY REGISTRATION NUMBER: 03919511
CHARITY REGISTRATION NUMBER: 1085824

**West Hampstead Women's Centre
Company Limited by Guarantee
Audited Financial Statements
31 March 2021**

**Jackson & Jackson
A trading name of Jackson Nicholas Assie Limited
Chartered Certified Accountants & Statutory Auditors
Suite 7, Meridian House
62 Station Road, Chingford
London E4 7BA**

West Hampstead Women's Centre

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2021

	Page
Trustees' annual report (incorporating the director's report)	1
Independent auditor's report to the members	13
Statement of financial activities (including income and expenditure account)	18
Statement of financial position	19
Statement of cash flows	20
Notes to the financial statements	21

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name West Hampstead Women's Centre

Charity registration number 1085824

Company registration number 03919511

Principal office and registered office 26-30 Colleigh Road
London
NW6 2NP

The trustees

Jennifer Brown (Chair)
Barbara D'Gama
Shaheda Multani
Claudia Blackett
Nichola Lambert (Retired 6 January 2021)
Feriona McLoughlin (Treasurer)
Eleanor Lock (Retired 6 January 2021)
Sophie Lyddon (Served from 8 June to 6 January 2021)

Company secretary Claudia Blackett

Centre Manager Snezana Bulatovic

Auditor Jackson Nicholas Assie Limited
Chartered Certified Accountants & Statutory Auditor
Suite 7, Meridian House
62 Station Road
Chingford
London
E4 7BA

Bankers Lloyds Bank
1 Walm Lane
Willesden Green
London
NW2 5SN

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Organisational structure

The organisational structure of WHWC is:

Snezana Bulatovic | Centre Manager
Zeena Nahi | Somali Advocacy and Intervention Worker
Begona Blanco Carbia | Advocacy and Intervention Worker
Judy Cunningham | Advocacy and Intervention Worker
Julia Tint | Fundraiser / Centre Worker
Susan Nettleton | Volunteer Development Worker
Saphia Ghelle | Cleaner

Sessional Workers

Marrian Larragy | Caretaker / Irish Women's Support Worker
Beverly Sell | Arts and Crafts Tutor
Prabhat Sisodia | Sewing Tutor
Cath Baynton | Gardening Tutor
Bryony Littlefair | Creative Writing Tutor
Kristyan Robinson | Volunteer Yoga Tutor
Laura Porro | Pilates Tutor
Sandrine Fanjek | Volunteer Reflexologist | Mindfulness and Meditation facilitator
Sue Fung | Volunteer Osteopath
Ola Irukwu | Fitness Instructor
Margaret Barron | Learning to Befriend Your Mind facilitator

Partnerships

British Museum
Camden Adult Community Learning
Camden Volunteer Centre
Voluntary Action Camden
Ageing Better in Camden Partnership

Supporters

The Morgan Foundation
Kilburn Evangelical Free Church Trust
Middlesex University

Structure, governance and management

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

WHWC is a company limited by guarantee and a registered charity. The Charitable Company is managed by a Trustees elected at the Annual General Meeting and the members who have served during the year are shown on page 1 of these statements. Each Trustee is both a director of the company and a trustee of the Charity and undertakes an amount not exceeding one pound in event of the winding up of the company. The purpose of the Trustees is to support the Women's Centre, help its growth and pursue its mission. The Trustees holds overall responsibility for the direction, policies, employment and finances of the Centre and are responsible for the decision-making process of the Centre.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees on 31 March 2021 was 10. Members of the management committee are members of the charity, but this entitles them only to voting rights. Members of the management committee have no beneficial interest in the charity

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Duties of the Trustee

- To ensure that the Centre manages its finances properly
- To ensure that the Centre is a good employer of its paid and voluntary staff
- To be involved in the recruitment and selection of staff
- To oversee that staff are properly supervised
- To monitor and evaluate the work of the Centre
- To support the Centre by bringing their skills, contacts and interests
- To provide support to workers on events and fundraising
- To be able to do specific duties i.e. treasurer, supervisor to workers
- To be able to give time for special meetings or for other tasks required.
- To be able to attend away days or training from time to time
- To attend meetings once a month, which usually take place on Mondays from 6:30 pm – 7:30pm.

At the meeting, the Manager of the Centre reports on what has happened in the past month. Problems and plans for the future are discussed and the Centre's work is monitored and evaluated on a regular basis.

a) Roles and Responsibilities of Trustees

- They are directors of WHWC as a Company Limited by Guarantee in England and Wales
- They have responsibility for ensuring that WHWC fulfils its objectives as set out in our Memorandum of Association
- They help to set the ethos and culture of the organisation
- They are responsible for the oversight of WHWC financial position including audit and risk management
- They ensure that WHWC funds are used wisely and in accordance with our aims and objectives
- They formally approve accounts
- They are often needed to sign legal documents and cheques if they are signatories
- They should be committed to carrying out WHWC policies and procedures i.e. Equal Opportunity and the Code of Conduct
- They determine the staffing structure and terms and condition of service
- They are also invited to be on interview panels of staff.

b) Induction

- Being a Trustees of WHWC gives members the opportunity:
- To develop skills and experience in a range of areas including governance, employment, fundraising, finance, publicity, and equal opportunity
- To promote the interest of women in Camden
- To participate in events, outings, celebrations and parties
- To work together with women from different parts of the world making progress and watching the Centre grow.

There is a small budget to reimburse members for travel, postage, lunch and telephone expenses. New members are also encouraged to attend training on the rights and responsibilities of the trustee and there is a small budget for this.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Women interested in serving on the WHWC management committee are asked to complete a brief information form outlining interests and experience related to the person specification set out in the "Trustees Roles and Responsibilities" document. Prospective members are provided with an annual report and audited accounts from last year. The Chair may contact the referees provided by the candidate on the form.

- If the candidate is short listed, she will be invited to meet the management committee selection panel to discuss fully what is involved in management committee membership and answer any questions candidate may have
- Once elected at the AGM, the Secretary of WHWC will arrange for the new member to complete appropriate forms to notify Companies House and the Charity Commission that she is a new trustee and director
- The new member will have an induction, which will cover details of the role and responsibilities of Trustee including policies and procedures
- One named member of the management committee will remain as a contact person to provide support and advice to the new member to help integrate into the committee and the organisation
- The roles of officers are clearly defined as set out below.

The Chair

- Has the overview of the WHWC and represents WHWC at public events and at meetings with other organisations
- Line manages the centre manager and supervises her work and work of other staff members
- Ensures that the meetings are effective and decisions are taken and implemented in the way that reflects the need of WHWC
- Encourages full and relevant discussion
- Ensures that everyone is included in the decision-making process and in emergency she will contact all Trustees.
- Helps out with differences and helps to deal with conflicts
- Participates in the recruitment of all staff members
- Calls and chairs the AGM, presenting a Chair's report
- Participates in updating and writing new policies
- Participates at every stage of strategic planning of the Centre's future and business plan
- Participates regularly in the monitoring and evaluation of the Centre's services.

The Treasurer

- Has responsibility for ensuring that records of all WHWC's financial transactions are kept, although the committee as a whole is responsible for making financial decisions
- Ensures that financial transactions are in compliance with SORP 2005 requirements
- Has a general overview of WHWC's financial situation, ensures that the committee is kept informed and makes financial recommendations.
- Works with the finance worker in budgeting and financial planning of the WHWC
- Keeps regular contact with the finance worker and fundraiser regarding budgeting and fundraising
- Liaises with the finance worker in preparing for the annual audit and ensures that financial reports are submitted to relevant official bodies and funders
- Acts as the contact with the auditors
- Reports any issues/recommendations communicated by the auditors to the other management committee members immediately
- Ensures that any actions/recommendations communicated by the auditors are acted on at the earliest opportunity.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

The Secretary

The secretary deals with WHWC's official paperwork. Other roles include:

- Being one of the cheque signatories
- Ensures that any changes in membership are communicated to Companies House and The Charity Commission
- Ensures that the auditors are informed of any relevant changes to the management committee, for example a change in Treasurer.

Objectives and activities

The objectives of WHWC as set out in its memorandum and articles of association are as follows:

- To promote any charitable purpose for the benefit of women in and around the area known as Camden by the advancement of education, the protection of health and the relief of sickness and distress, including the promotion of recreation and leisure activities, in the interests of social welfare in order to improve their quality of life
- To empower women through education, information and confidence building
- To improve women's and their families' health
- To decrease isolation of women, especially carers, refugees, disabled, elderly and women suffering from domestic abuse
- To improve service users' access to services, educational and economic opportunities
- To provide a safe space for all women
- To alleviate isolation and improve the quality of lives of the women who use our services
- To help sustain, strengthen and improve the health, well-being and status of all women

Public Benefit

The West Hampstead Women's Centre provides a range of benefits and activities to the public as it aims to empower women emotionally, socially, and economically and encourage them to fulfill their potential. Our services are open to all women who need access to our services for their health, personal development, safety, skill-based education, holistic therapies and when they are in crisis or isolated. We bring communities together, actively encouraging social cohesion and integration.

Achievements

West Hampstead Women's Centre continued to provide much-needed services to women, despite a very challenging year as a result of the Covid-19 pandemic. WHWC remained committed to providing a wide variety of services to empower women, prevent isolation and help to build confidence. With the outbreak of the COVID-19 pandemic, WHWC, like other voluntary organisations found itself in uncharted territory. The lockdowns and government required the Centre to rapidly adopt new working practices to comply with social distancing rules and to ensure that we provided services safely, and to reach as many women as possible. This involved setting up new online services via Zoom to ensure that women could stay connected to the Centre and their groups. Other highlights included the publication of an e-book, "The Space that Holds Us", which contained a selection of writing from women participating in our creative writing group. In early 2021, we ran a short course of workshops called "Learning to Befriend your Mind", which explored how our thinking and attitudes can be a source of well-being, which proved very successful. During the reporting period, WHWC's services were used by 417 women.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Advocacy and advice service

During this period, we continued to provide the advocacy service, including a specialist Somali and Arabic-speaking service, to vulnerable women and their families, particularly BAME women, older women, and women experiencing domestic abuse. During the first lockdown following the closure of the Centre, we provided the service remotely via email and telephone. Following the easing of the regulations, we provided an appointments only face-to-face service following Covid safety guidelines. Many of our clients are women who are caring for children with special needs or other family members. They also experience poverty, debt, poor housing, unemployment, or mental and physical health issues. The service also helped women to manage their finances and prioritise bill payments. In addition, we referred women to food banks and make applications for individual charitable grants on clients' behalf to alleviate hardship. The advocacy and advice service also put women in touch with local mutual aid organisations that provided assistance with deliveries of food and medicines.

The number of women approaching the advocacy and advice service during this period remained at a high level. We supported women who were made redundant or furloughed following the imposition of the first lockdown. WHWC experienced a marked increase in women needing assistance with domestic violence issues. Statistics showed that domestic abuse increased by 40% since the start of the pandemic. We have supported domestic abuse clients with applying for welfare benefits and to secure temporary accommodation. WHWC also established an online weekly group for Somali women for them to share their concerns and provide support to each other. The Group provided a space where women who lost family members to Covid-19 could receive emotional support from their community. During this period, we successfully recovered £266,584 in benefits and helped 224 women in total.

Support Groups

The Asian Women's Group is one of WHWC's core services and meets weekly. During the reporting period, due to Covid-19, we continued to provide the Group on Zoom, facilitated by three volunteers from the Group. Members of the AWG learned new IT skills to join the online meeting and were grateful that they could still see each other and socialise despite shielding. The meetings started with seated exercises led by a trained volunteer, and included a singing group where women sing together. Women attending the AWG valued the friendship and support that they found in the Group and friendships continued to flourish. Volunteers from the Asian Women Support Group kept in regular telephone contact with women to provide emotional and practical support, in particular women who were shielding and women who were not able to access the new online services. Many of the women attending the AWG also joined other WHWC activities.

The Asian Women's Health Calendar sessions continued to run online every month during this period. Led by health professionals, topics covered included heart disease, digestion, headaches and migraines, sleep, leg cramps and falls, and bowel cancer. The sessions provide a safe and friendly space where women can discuss personal and health issues and get helpful information to improve their well-being.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

The Irish Women's Group organised a song of the day selected by members to keep women in touch with the Group during the lockdowns and restrictions and members provided a total of 300 titles. The IWG facilitator kept in regular touch with members of the Group by telephone to provide emotional and practical support. Later on, the IWG began to meet online and organised quizzes, held discussions about vaccines and current affairs topics and world events.

Classes

During this period, we ran weekly online creative writing classes, where the tutor showed participants creative writing materials to stimulate and display different approaches. All participants wrote short pieces and some women read their pieces aloud, which was much enjoyed by the group. The creative outlet was very much valued during the lockdowns and restrictions. At the end of the course we produced "The Space that Holds", an e-book that contained examples of the writing of women in the creative writing group.

Our twice weekly sewing classes provided in partnership with Camden Adult Community Learning, moved to remote learning at the start of the pandemic after the Centre closed. All students were emailed tasks weekly with sewing demonstration videos made by the tutor and students sent photos of their work to the tutor. Later, when permitted, we reintroduced in person classes for groups of five women to be Covid-safe. Participants were very pleased to return to in-person classes.

Run in partnership with Camden Adult Community Learning, the weekly creative craft classes have a particular emphasis on women with physical and mental health issues, caring responsibilities and those aged 60 plus. The classes were disrupted by the pandemic and participants worked on practical projects at home with email and telephone support. Later on, with the easing of restrictions we ran in-person classes at the Centre in groups of five with safety measures in place. The range of topics explored included knitting and crochet, seasonal crafts, hand embroidery and small sewing projects.

Wellbeing activities

This year our qualified volunteer osteopath provided COVID-19 risk-assessed osteopathy sessions when this was permitted. She helped women with their musculoskeletal problems such as repetitive strain injury or postural imbalances and other issues. Patients are encouraged to look at all aspects of their lifestyle to aid the body's natural self-healing processes. The service offers a holistic approach balancing the mind and body to promote wellness. Patients are also offered advice between visits about managing their condition.

Our trained volunteer reflexologist provided Covid-safe sessions once this was permitted. The sessions bring about a sense of deep relaxation and stimulate their body's own healing processes. This natural therapy facilitates more vital energy, helps boost the immune system and creates a stronger healthy body. The reflexologist stimulates reflex points on the feet to help patients reduce symptoms and improve health and quality of life. Our reflexologist also offers exercise and health advice to patients who have found it very beneficial.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

This year, the gardening group looked very different due to the pandemic and associated restrictions. We held regular online meetings and WhatsApp to keep in contact during the lockdowns and when the group could not meet. This helped women to keep in touch, helping their mental health and wellbeing. We used seeds available from home kitchens to grow herb plants and learned about growing vegetables and herbs in small spaces and sent seeds from WHWC's garden to plant at home over zoom and shared houseplant tips. We also ran face-to-face sessions when this was allowed and took cuttings of herbs, redesigned WHWC's front garden and made chutney using organic produce from the garden.

We started a new weekly online meditation-mindfulness course, which has been successful and very helpful to our members. The sessions have helped participants relieve stress by being calm and peaceful. The practice has helped them to improve their concentration, feel more relaxed and improve sleep. Meditation can also help to change negative ways of thinking into positive and meditators get a better understanding of their mind and emotions.

WHWC continued to run our weekly Iyengar Yoga classes for beginners and weekly classes for more experienced participants online so women could continue to benefit from this practice during the lockdowns and restrictions. Iyengar yoga focuses on alignment precision and directionality leading to a calm deep state and has helped participants to improve strength, flexibility and posture. Many women with health problems have reported a great reduction in symptoms. Following the easing of the lockdown we ran some classes at the Centre in accordance with Covid-19 guidance. In addition, we delivered online Pilates classes, which were run by a volunteer qualified Pilates teacher. The classes helped to improve women's general fitness and well-being. Participants' feedback was positive with most women reporting a reduction in pain levels and symptoms.

We also ran online "Legs, Bums and Tums" keep-fit classes for over 60s, which were popular with women, following two years of very popular in person sessions. The women participating adapted well to the online format and enjoyed the classes. The exercises which are set to lively music, help participants to improve mobility and help with balance and movement of the body, and relieve stress and anxiety.

Learning to Befriend your Mind

WHWC is six-week online course early in 2021 to explore how our thinking and attitudes can be a source of well-being or inner stress. It was funded by Camden Giving to support women's mental health and improve their resilience during the Covid-19 pandemic. This very popular course gave women an opportunity to learn about developing more control of their mind and therefore their life overall. Participants were shown simple methods to sustain confidence, increase self-awareness and create a more positive attitude.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Volunteering

WHWC's volunteers are highly valued by the Centre and are integral to achieving our aims and objectives. We have volunteer trustees, administrators, yoga and Pilates teachers, osteopaths, reflexologists, women who cook meals, craftswomen, graphic designers, photographers, while our reception is entirely staffed by volunteers. We are very grateful to our volunteers for their enthusiasm and dedication, which enables us to provide our services. Our volunteers have responded positively to the disruption caused by the pandemic. WHWC's volunteers' patience and effort helped us to implement major changes, including the shift to online services and making the Centre's premises Covid-safe and keeping our users updated. Volunteers delivered groups, classes and workshops online, supported service users remotely and learned new IT skills. Five volunteers also trained as walking group leaders, while two volunteers gave free CV advice to WHWC's users. Our volunteers value the opportunity to give something back to society, share and develop skills, support our activities, and find volunteering rewarding, confidence boosting and enjoyable. We are grateful for support from organisations including Volunteer Centre Camden, Camden Giving and Voluntary Action Camden to successfully run our volunteering project.

Blooming Survivors

Blooming Survivors supports survivors of childhood institutional abuse in Ireland by providing a safe space to explore their personal narratives through participation in art-based workshops. Survivors were able to connect with joy and desire their lives through art, and collectively improve their mental health and well-being through social interaction and mutual support. WHWC helped Blooming Survivors to adopt an online service so the participants could continue to benefit from the activities.

Financial review

Overall, it has been a successful year financially for WHWC. The charity has been able to provide existing services and to build on others. We were successful in raising income of £274,218 (2020: £232,99) for the revenue costs in the reporting year of which £269,342 was raised through charitable trusts and foundations and local authority, £1,901 was raised through room hire, £2,911 was raised through donations and fundraising activities and £64 in interest.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Funders

London Borough of Camden – Strategic Partners' Fund
London Borough of Camden – Community Infrastructure Levy
London Borough of Camden – Advice
Big Lottery Fund – Reaching Communities Fund
Irish Government's Department of Foreign Affairs and Trade: Emigrant Support Programme
The Hampstead Wells and Campden Trust
Ageing Better in Camden
The Fitzdale Trust
Camden Giving
The London Community Response
The CMS Future Foundation (formerly known as The Olswang Foundation)
The Hospital Saturday Fund
The Morgan Charitable Trust
The Marsh Christian Trust
Tesco Bags of Help COVID-19 Communities Fund
The Beatrice Laing Trust

Reserves policy

The charity has identified that in order to ensure continuity of delivery of services, free reserves fund should be built to cover redundancy and three months running costs, estimated at £83,230. At the year ending 31 March 2021 reserves were £192,600 (2020: £118,602) analysed as:

- a) £90,000 of free reserves
- b) £80,093 set aside for staff payments
- c) £7,013 set aside for replacement of equipment
- d) £15,494 for building refurbishment.

Restricted funds of £99,440 (2020: £112,186) held for specific purposes as directed by the funder are analysed as:

- a) £26,669 to be spent on ongoing projects
- b) £72,771 set aside for the write down of building refurbishment over remaining 6 years.

COVID-19

The COVID-19 pandemic remained the main challenge during 2020-21 and the Trustees continued to monitor the impact of Covid on the affairs of the Centre.

The Trustees will seek to regularly review the impact of the pandemic on the charity and its finances. It is too early to quantify the impact of the pandemic on the next accounting period, but the Trustees have agreed regular re-forecasting and monitoring of the 2021/22 budget, alongside an updated income strategy, with the flexibility necessary to manage the charitable company through this period. The Trustees remain confident that the charitable company will be able to deliver significantly against our aims and objects within the resources that will be available for 2021-22.

Plans for the future

Our future plans are to sustain all the activities and continue to fundraise for the core costs and running costs of projects, maintain our services and raise health awareness among our users.

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Events after the end of the reporting period

Particulars of events after the reporting date are detailed in the notes to the financial statements.

Trustees' responsibilities statement

In preparing these financial statements, the trustees are required to:

- (a) the directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations and in accordance with United Kingdom Generally Accepted Accounting Practice;
- (b) company law requires the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit profit or loss of the charity for that period;
- (c) in preparing the financial statements the directors are required to:
 - (i) select suitable accounting policies and then apply them consistently;
 - (ii) make judgements and accounting estimates that are reasonable and prudent;
 - (iii) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
 - (iv) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- (d) the directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charity and that enable them to ensure that the financial statements comply with the Companies Act;
- (e) the directors are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities; and
- (f) where appropriate, the directors are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

In the case of CA 06 Co.-s418(2) each of the persons who are directors at the time when the report is approved, the following applies:

- (a) so far as each director is aware, there is no relevant audit information (information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware; and
- (b) each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information

West Hampstead Women's Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

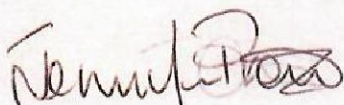
- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 23 March 2022 and signed on behalf of the board of trustees by:



Jennifer Brown
Trustee

West Hampstead Women's Centre

Company Limited by Guarantee

Independent Auditor's Report to the Members of West Hampstead Women's Centre

Year ended 31 March 2021

Opinion

We have audited the financial statements of West Hampstead Women's Centre (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cashflows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the audited financial statements:

- give a true and fair view of the state of the charity's affairs as of 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom accounting standards, including FRS102 The Financial Reporting Standard applicable in the UK and Republic of Ireland; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements relating to the audit of the financial statements in the UK, including the Financial Reporting Standards (the 'FRC's') Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

In common with many other charities of our size and nature we use our auditors to assist with the preparation of the financial statements.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in preparation of the financial statements is appropriate.

Based on the work, we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the absence of reference to a material uncertainty in this auditor's report is not a guarantee that the company will continue in operation.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

West Hampstead Women's Centre

Company Limited by Guarantee

Independent Auditor's Report to the Members of West Hampstead Women's Centre (continued)

Year ended 31 March 2021

Other information

The other information comprises the information included in the trustees' report, other than the financial statements and our auditors report thereon. The trustees are responsible for the other information contained within the trustees' report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the Directors' Report) for the financial year for which the audited financial statements are prepared is consistent with the audited financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the audited financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the audited financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

West Hampstead Women's Centre

Company Limited by Guarantee

Independent Auditor's Report to the Members of West Hampstead Women's Centre (continued)

Year ended 31 March 2021

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of audited financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the audited financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the audited financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the audited financial statements, including the disclosures, and whether the audited financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

West Hampstead Women's Centre

Company Limited by Guarantee

Independent Auditor's Report to the Members of West Hampstead Women's Centre (continued)

Year ended 31 March 2021

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the nature of the charity's industry and its control environment and reviewed the charity's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management and others within the entity about their own identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory frameworks that the charity operates in, and identified the key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements. These included the Companies Act, Charities Act, Charities (Accounts and Reports) Regulations 2008, Health and Safety Act, employment law, pensions legislation, tax legislation, Bribery Act and Slavery Act; and
- do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. These included the Charity Commission for England and Wales (Charity Commission) regulations, fundraising regulations and Anti-Money Laundering Regulations (including Proceeds of Crime Act 2002 and Terrorism Act 2000)

We discussed among the audit engagement team regarding the opportunities and incentives that may exist within the organisation for fraud and how and where fraud might occur in the financial statements.

As a result of performing the above, we identified the greatest potential for fraud in the following areas, and our specific procedures performed to address them are described below:

- Recognition of grant income: this involves judgement around whether grants have performance conditions attached to them which have to be met before income can be recognised, as well as judgement over whether or not those conditions have been satisfied. On a sample basis, we have assessed the judgements and estimates made by management in the recognition of this income.
- Appropriate allocation of restricted income: there is a risk that restricted income may not have been identified and allocated as such. We reviewed the allocation of income to restricted or unrestricted funds on initial recognition to ensure restrictions were appropriately identified and applied, and we reviewed fund transfers from restricted to unrestricted funds to assess the rationale for those movements.

West Hampstead Women's Centre

Company Limited by Guarantee

Independent Auditor's Report to the Members of West Hampstead Women's Centre (continued)

Year ended 31 March 2021

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

In addition to the above, our procedures to respond to the risks identified included the following:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- enquiring of management concerning actual and potential litigation and claims, and instances of non-compliance with laws and regulations; and
- reading minutes of meetings of those charged with governance, reviewing internal management reports, reviewing correspondence with HMRC and with the Charity Commission.

Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

John Nicholas Assie FCCA (Senior Statutory Auditor)
for and on behalf of
Jackson Nicholas Assie Limited
Chartered Certified Accountants and Statutory Auditors
Suite 7, Meridian House
62 Station Road
Chingford
London E4 7BA



Date 24 March 2022

West Hampstead Women's Centre
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)
Year ended 31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	2,911	—	2,911	15,102
Charitable activities	6	97,472	173,771	271,243	217,780
Investment income	7	64	—	64	117
Total income		<u>100,447</u>	<u>173,771</u>	<u>274,218</u>	<u>232,999</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and legacies	8	5,826	—	5,826	6,367
Expenditure on charitable activities	9,10	20,623	186,517	207,140	248,273
Total expenditure		<u>26,449</u>	<u>186,517</u>	<u>212,966</u>	<u>254,640</u>
Net income/(expenditure) and net movement in funds		<u>73,998</u>	<u>(12,746)</u>	<u>61,252</u>	<u>(21,641)</u>
Reconciliation of funds					
Total funds brought forward		118,602	112,186	230,788	252,429
Total funds carried forward		<u>192,600</u>	<u>99,440</u>	<u>292,040</u>	<u>230,788</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 21 to 35 form part of these financial statements.

West Hampstead Women's Centre

Company Limited by Guarantee

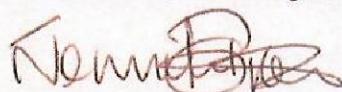
Statement of Financial Position

31 March 2021

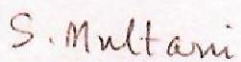
	Note	2021 £	£	2020 £
Fixed assets				
Tangible fixed assets	17		81,027	91,125
Current assets				
Debtors	18	1,752		4,432
Cash at bank and in hand		320,243		239,428
		321,995		243,860
Creditors: amounts falling due within one year	19	(110,982)		(104,197)
Net current assets			211,013	139,663
Total assets less current liabilities			292,040	230,788
Net assets			292,040	230,788
Funds of the charity				
Restricted funds			99,440	112,186
Unrestricted funds			192,600	118,602
Total charity funds	21		292,040	230,788

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

These financial statements were approved by the board of trustees and authorised for issue on 23 March 2022, and are signed on behalf of the board by:



Jennifer Brown
Trustee



Shaheda Multani
Trustee

Company Number: 03919511

The notes on pages 21 to 35 form part of these financial statements.

West Hampstead Women's Centre

Company Limited by Guarantee

Statement of Cash Flows

Year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net income/(expenditure)	61,252	(21,641)
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	16,838	14,600
Other interest receivable and similar income	(64)	(117)
Accrued expenses	(4,221)	7,931
<i>Changes in:</i>		
Trade and other debtors	2,680	(1,108)
Trade and other creditors	11,006	8,584
Cash generated from operations	87,491	8,249
Interest received	64	117
Net cash from operating activities	87,555	8,366
Cash flows from investing activities		
Purchase of tangible assets	(6,740)	(6,200)
Net increase in cash and cash equivalents	80,815	2,166
Cash and cash equivalents at beginning of year	239,428	237,262
Cash and cash equivalents at end of year	320,243	239,428

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 26-30 Colleigh Road, London, NW6 2NP.

2. Statement of compliance

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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The trustees have considered the impact of COVID-19 on the charity's activities and have concluded there is no long-term impact on the organisation. As a result, it is considered that the going concern status remains intact.

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Significant judgements

There have not been any significant judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies.

Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. There have been no key assumptions and other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Resources expended *(continued)*

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction of each activity, comprising the salary costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Building Women's Resilience 44%
Volunteer Development 24%
Support costs 28%
Fundraising & publicity 4%

Premises costs are allocated 56% to Building Women's Resilience, 24% to Volunteer Development and 20% to support costs. This is based on usage.

Support costs are further allocated on the following basis:

Staff costs, based on staff time:

Building Women's Resilience 56%
Volunteer Development 24%
Governance 20%

Other support costs, based on usage:

Building Women's Resilience 66%
Volunteer Development 24%
Governance 10%

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.

Governance costs include those costs associated with meeting constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.

Tangible assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £500 are not capitalised.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Building refurbishment	- Over the term of the lease (20 years)
Furniture & equipment	- Straight line basis over 4 years
Computer equipment	- Straight line basis over 2 years

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

4. Limited by guarantee

West Hampstead Women's Centre is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Grants				
Building Women's Resilience - other voluntary income	2,911	<u>2,911</u>	15,102	<u>15,102</u>

6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Room rental	1,901	—	<u>1,901</u>
Building Women's Resilience	95,571	172,421	<u>267,992</u>
Volunteer Development	—	1,350	<u>1,350</u>
	<u>97,472</u>	<u>173,771</u>	<u>271,243</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Room rental	13,737	—	<u>13,737</u>
Building Women's Resilience	55,000	147,743	<u>202,743</u>
Volunteer Development	—	1,300	<u>1,300</u>
	<u>68,737</u>	<u>149,043</u>	<u>217,780</u>

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

6. Charitable activities *(continued)*

Building Women's Resilience

	2021	2020
	£	£
Big Lottery Fund - Buildings Women's Resilience	99,531	96,632
London Borough of Camden Strategic Partners Fund	55,000	55,000
London Borough of Camden Government Support	38,571	—
Ageing Better in Camden	10,000	10,000
LB Camden Community Infrastructure COVID-19	10,000	—
LB Camden – Advice	10,000	—
Irish Government's Department of Foreign Affairs and Trade: Emigrant Support Programme	8,000	7,000
LB Camden Community Infrastructure BAME	7,500	—
The Hampstead Wells and Campden Trust	7,500	7,500
London Community Response Wave 3	4,655	—
Beatrice Laing Trust	4,000	—
Camden Giving – COVID-19 Response	3,735	—
The Fitzdale Trust	3,000	5,000
LB Camden – Business Rates	2,000	—
The Hospital Saturday Fund	2,000	8,261
Camden Giving - Social Action Fund	1,200	1,360
London Community Response Wave 1	800	—
Tesco Bags of Help COVID-19	500	—
London Borough of Camden - Community Infrastructure Levy	—	5,990
The CMS Future Foundation	—	3,200
Greater London Authority	—	2,800
	<u>267,992</u>	<u>202,743</u>

Volunteer Development

	2021	2020
	£	£
The Marsh Christian Trust	350	300
The Morgan Charitable Foundation	1,000	1,000
	<u>1,350</u>	<u>1,300</u>

7. Investment income

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Bank interest receivable	64	64	117	117

8. Costs of raising donations and legacies

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Costs of generating income - Support costs	5,826	5,826	6,367	6,367

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Building Women's Resilience	10,567	82,065	92,632
Volunteer Development	4,967	35,710	40,677
Support costs	5,089	68,742	73,831
	<u>20,623</u>	<u>186,517</u>	<u>207,140</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Building Women's Resilience	19,707	99,074	118,781
Volunteer Development	20,647	28,243	48,890
Support costs	53,290	27,312	80,602
	<u>93,644</u>	<u>154,629</u>	<u>248,273</u>

10. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2021 £	Total fund 2020 £
Building Women's Resilience	92,632	–	92,632	118,781
Volunteer Development	40,677	–	40,677	48,890
Support costs both programmes	–	57,855	57,855	63,381
Governance costs	–	15,976	15,976	17,221
	<u>133,309</u>	<u>73,831</u>	<u>207,140</u>	<u>248,273</u>

11. Analysis of support costs (excluding governance costs)

	Building Women's Resilience £	Volunteer Development £	Total 2021 £	Total 2020 £
Staff costs	22,839	9,788	32,627	35,657
Premises	7,387	1,003	8,390	14,584
Depreciation	11,113	5,725	16,838	13,140
	<u>41,339</u>	<u>16,516</u>	<u>57,855</u>	<u>63,381</u>

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

12. Analysis of governance costs

	2021	2020
	£	£
Staff Costs	8,157	8,915
Governance support	2,804	3,081
Audit fee	4,800	4,800
AGM	215	425
	<u>15,976</u>	<u>17,221</u>

13. Net income/(expenditure)

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

	2021	2020
	£	£
Depreciation of tangible fixed assets	<u>16,838</u>	<u>14,600</u>

14. Auditors remuneration

	2021	2020
	£	£
Fees payable for the audit of the financial statements	3,600	3,600
Fees for non-audit services	<u>1,200</u>	<u>1,200</u>

15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	135,294	146,136
Social security costs	6,517	8,826
Employer contributions to pension plans	<u>3,844</u>	<u>4,217</u>
	<u>145,655</u>	<u>159,179</u>

The average head count of employees during the year was 7 (2020: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Number of staff - Building Women's Resilience	2	2
Number of staff - Volunteer Development	1	1
Number of administrative and support staff	<u>2</u>	<u>2</u>
	<u>5</u>	<u>5</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total paid to key management personnel for services provided to the charity was £45,534 (2020: £45,695).

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

16. Trustee remuneration and expenses

None of the trustees received any remuneration or other benefits from employment with the charity during the year (2020: Nil).

None of the trustees or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year or the previous year.

None of the trustees received expenses during the year (2020: Nil).

17. Tangible fixed assets

	Building refurbishment £	Furniture, fittings & equipment £	Computer equipment £	Total £
Cost				
At 1 April 2020	242,566	36,187	1,704	280,457
Additions	—	4,000	2,740	6,740
At 31 March 2021	242,566	40,187	4,444	287,197
Depreciation				
At 1 April 2020	157,666	29,962	1,704	189,332
Charge for the year	12,129	3,339	1,370	16,838
At 31 March 2021	169,795	33,301	3,074	206,170
Carrying amount				
At 31 March 2021	72,771	6,886	1,370	81,027
At 31 March 2020	84,900	6,225	—	91,125

18. Debtors

	2021 £	2020 £
Trade debtors	766	3,435
Prepayments and accrued income	686	697
Other debtors	300	300
	1,752	4,432

19. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	43,291	31,291
Accruals	58,198	62,419
Social security and other taxes	2,217	2,861
Other creditors - deferred income	650	1,000
Other creditors	6,626	6,626
	110,982	104,197

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

19. Creditors: amounts falling due within one year *(continued)*

Deferred income represents grants received for the purpose of expenditure in a future period. Refer to Note 20.

There was no pension liability outstanding at the end of the reporting period.

20. Deferred Income

	2021	2020
	£	£
At 1 April 2020	1,000	650
Additions during the year	—	1,000
Amounts released to income	(350)	(650)
At 31 March 2021	650	1,000

The deferred income relates to hardship fund which has not been spent during the year.

21. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £3,844 (2020: £4,217).

22. Analysis of charitable funds

Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	90,000	100,447	(26,449)	(73,998)	90,000
Designated Fund - Cotleigh Road equipment and furnishings fund	6,013	—	—	1,000	7,013
Designated Fund - Staffing Fund	11,095	—	—	68,998	80,093
Designated Fund - Building refurbishments	11,494	—	—	4,000	15,494
	<u>118,602</u>	<u>100,447</u>	<u>(26,449)</u>	<u>—</u>	<u>192,600</u>

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
General funds	94,139	83,956	(88,095)	—	90,000
Designated Fund - Cotleigh Road equipment and furnishings fund	6,013	—	—	—	6,013
Designated Fund - Staffing Fund	21,535	—	(10,440)	—	11,095
Designated Fund - Building refurbishments	12,970	—	(1,476)	—	11,494
	<u>134,657</u>	<u>83,956</u>	<u>(100,011)</u>	<u>—</u>	<u>118,602</u>

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

22. Analysis of charitable funds *(continued)*

Purposes of designated funds

The Cotleigh Road equipment and furnishing fund represents funds earmarked by the trustees for expenditure on other non-capital refurbishment costs, purchases of equipment and furniture as well as essential garden clearance.

Staff funding represents funds earmarked by the trustees for staff salaries.

Restricted funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Cotleigh Road refurbishment	84,900	–	(12,129)	–	72,771
London Borough of Camden - Community Infrastructure Levy - COVID-19 Response	–	10,000	(10,000)	–	–
Big Lottery Fund - Building Women's Resilience	8,053	99,531	(99,039)	–	8,545
Irish Government's Department of Foreign Affairs and Trade: Emigrant Support Programme	1,750	8,000	(7,750)	–	2,000
London Borough of Camden - Community Infrastructure Levy SOLA	4,492	–	(1,498)	–	2,994
The Hampstead Wells and Camden Trust	1,248	–	–	–	1,248
The CMS Future Foundation (Olswang Foundation)	5,625	7,500	(7,500)	–	5,625
The Hospital Saturday Fund	2,135	–	–	–	2,135
The Marsh Christian Trust	3,461	2,000	(5,461)	–	–
Sure Start	–	350	(350)	–	–
Camden Giving	522	–	–	–	522
London Greater Authority	–	1,200	(1,200)	–	–
The Fitzdale Trust	–	–	–	–	–
Beatrice Laing Trust	–	3,000	(3,000)	–	–
The Santander Foundation	–	4,000	(1,000)	–	3,000
Ageing Better in Camden	–	–	–	–	–
The Morgan Charitable Foundation	–	10,000	(10,000)	–	–
London Borough of Camden - Community Infrastructure Levy - BAME Communities	–	1,000	(1,000)	–	–
London Borough of Camden - Advice	–	7,500	(7,500)	–	–
Camden Giving - COVID-19 Response	–	10,000	(10,000)	–	–
London Community Response Wave 1	–	3,735	(3,135)	–	600
London Community Response Wave 3	–	800	(800)	–	–
Tesco Bags of Help COVID-19 Communities Fund	–	4,655	(4,655)	–	–
	–	500	(500)	–	–
	<u>112,186</u>	<u>173,771</u>	<u>(186,517)</u>	<u>–</u>	<u>99,440</u>

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31 March 2021

22. Analysis of charitable funds (continued)

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Cotleigh Road refurbishment	97,029	—	(12,129)	—	84,900
London Borough of Camden - Community Infrastructure Levy - COVID-19 Response	—	—	—	—	—
Big Lottery Fund - Building Women's Resilience	7,473	96,632	(96,052)	—	8,053
Irish Government's Department of Foreign Affairs and Trade: Emigrant Support Programme	1,250	7,000	(6,500)	—	1,750
London Borough of Camden - Community Infrastructure Levy	—	5,990	(1,498)	—	4,492
SOLA	1,248	—	—	—	1,248
The Hampstead Wells and Camden Trust	9,000	7,500	(10,875)	—	5,625
The CMS Future Foundation (Olswang Foundation)	—	3,200	(1,065)	—	2,135
The Hospital Saturday Fund	—	8,261	(4,800)	—	3,461
The Marsh Christian Trust	—	300	(300)	—	—
Sure Start	522	—	—	—	522
Camden Giving	—	1,360	(1,360)	—	—
London Greater Authority	—	2,800	(2,800)	—	—
The Fitzdale Trust	—	5,000	(5,000)	—	—
Beatrice Laing Trust	—	—	—	—	—
The Santander Foundation	1,250	—	(1,250)	—	—
Ageing Better in Camden	—	10,000	(10,000)	—	—
The Morgan Charitable Foundation	—	1,000	(1,000)	—	—
London Borough of Camden - Community Infrastructure Levy - BAME Communities	—	—	—	—	—
London Borough of Camden - Advice	—	—	—	—	—
Camden Giving - COVID-19 Response	—	—	—	—	—
London Community Response Wave 1	—	—	—	—	—
London Community Response Wave 3	—	—	—	—	—
Tesco Bags of Help COVID-19 Communities Fund	—	—	—	—	—
	<u>117,772</u>	<u>149,043</u>	<u>(154,629)</u>	<u>—</u>	<u>112,186</u>

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

22. Analysis of charitable funds *(continued)*

Purposes of Restricted Income Funds

Big Lottery Fund - Building Women's Resilience

Donated towards the cost of running Building Women's Resilience service

London Borough of Camden - Advice

Donated towards providing advice and running Building Women's Resilience service

London Borough of Camden - Community Infrastructure Levy

Donated to undertake essential repairs to the garden paving, decking and retaining wall at the back of the building

London Borough of Camden - Community Infrastructure Levy - COVID Response

Donated towards organising and delivering online service in response to COVID

London Borough of Camden - Community Infrastructure Levy - BAME communities' support

Donated towards organising and delivering service for BAME communities in response to COVID

The Hampstead Wells and Camden Trust

Donated towards the cost of running Building Women's Resilience service

The Hospital Saturday Fund

Donated towards the cost of running Blooming Survivors project

The Fitzdale Trust

Donated towards the cost of running Building Women's Resilience service

Camden Giving - Social Action Fund

Donated towards the cost of running Learning to Befriend Your Mind course and staff costs

Camden Giving - COVID-19 response

Donated towards organising and delivering online service in response to COVID

Irish Government's Department of Foreign Affairs and Trade; Emigrant Support Programme

Donated towards the cost of running Irish Women Group and Services for Irish women

The CMS Future Foundation (The Olswang Foundation)

Donated towards the cost of running Herbalist Calendar

The Marsh Christian Trust

Donated towards the cost of running volunteer project

The Morgan Charitable Foundation

Donated towards the cost of running volunteer project

Ageing Better in Camden

Donated towards the cost of running Let's Celebrate our Age project

The Beatrice Laing Foundation

Donated towards replacement of the roof over the back extension of the building

West Hampstead Women's Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

22. Analysis of charitable funds *(continued)*

The London Community Response Wave 1

Donated towards the purchase of mobile phones and data for three months

The London Community Response Wave 3

Donated towards the purchase of equipment and materials to enable the Centre to deliver activities safely and securely

Tesco Bags of Help COVID-19 Communities Fund

Donated to support the work of the Centre during COVID

SOLA

The funding for SOLA provides a support group for survivors of lesbian domestic violence and a phone line

The Cotleigh Road refurbishment fund

Represents the net book value of building works capitalised in respect of the refurbishment of the Cotleigh Road library.

23. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Tangible fixed assets	8,256	72,771	81,027
Current assets	295,326	26,669	321,995
Creditors less than 1 year	(110,982)	—	(110,982)
Net assets	192,600	99,440	292,040

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Tangible fixed assets	6,225	84,900	91,125
Current assets	216,574	27,286	243,860
Creditors less than 1 year	(104,197)	—	(104,197)
Net assets	118,602	112,186	230,788

West Hampstead Women's Centre
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2021

24. Analysis of changes in net debt

	At 1 Apr 2020	Cash flows	At 31 Mar 2021
	£	£	£
Cash at bank and in hand	239,428	80,815	320,243

25. Post balance sheet events

The trustees have considered the likelihood of any negative subsequent events arising from the impact of COVID-19 and have concluded that the incidence of such events is likely to have minimal impact on the financial statements.

The trustees have also considered the likelihood of other significant post balance sheet events, and concluded that there are none which significantly impact the financial statements.

26. Related parties

There were no related party transactions during the year (2020: Nil).

27. Going concern (COVID-19)

The trustees have been carrying out a continuous assessment of the impact of COVID-19 on the operations of the charity, and considered the risks and threats posed.

The trustees are satisfied that to date, the threat to operations has been minimal, and whilst working arrangements have had to be adapted, this has not significantly reduced the effectiveness of the organisation.

The trustees are monitoring events in the country as a whole and have a protocol in place to provide a quick response to any changes in the operating environment. They currently do not anticipate any circumstances that significantly curtail the ability of the charity to function.

The trustees have also considered the non-COVID-19 related circumstances and projections of the charity and are satisfied that the going concern basis is appropriate for these financial statements.