

IVY STREET FAMILY CENTRE TRUST

Report and Accounts

Year ended 31 December 2021

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

ADDRESS FOR CORRESPONDENCE	168 Crondall Court St John's Estate London, N1 6JN	
GOVERNING DOCUMENT	Declaration of Trust 10 June 2001 as amended 12 September 2007, as amended 6 February 2017, as amended 11th October 2019	
CHARITY REGISTRATION NUMBER	1088854	
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Andrew Large Robert Byk Peter Sunderland Ron Yee Ritz Steytler Sarah Hunter Kemi Woods Anya Sizer Bethan Mitchell Anne-Marie Nye	<i>(Chair until 28/06/2021)</i> <i>Resigned 28/06/2021</i> <i>(Chair from 28/06/2021)</i> <i>Appointed 28/06/2021</i> <i>Appointed 28/06/2021</i> <i>Appointed 28/06/2021</i>
BANKERS	Bank of Scotland plc The Co-operative Bank CAF Bank	
INDEPENDENT EXAMINER	Lisa Darby Stewardship 1 Lamb's Passage LONDON EC1Y 8AB	

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IVY STREET FAMILY CENTRE TRUST

REPORT OF THE TRUSTEES

YEAR ENDED 31 DECEMBER 2021

The trustees of Ivy Street Family Centre Trust present their report and financial statements for the period ending 31 December 2021 in accordance with the Charities Act 2006. We are satisfied to the best of our knowledge that the Trustees' Report and financial statements comply with the current statutory requirements, the trust's governing documents and are in accordance with the Charity Commission's Statement of Recommended Practice.

Structure, Governance & Management

Ivy Street Family Centre Trust is a charitable trust currently governed by a Supplemental Trust Deed adopted on 11th October 2019. As a charity it acts entirely as a non-profit making organisation. The trustees are appointed by resolution of the Board.

Trustees

The trustees met formally four times during the year. Trustees received regular financial management reports between meetings.

Changes to the Board during the year are shown on the previous page.

Internal Controls

As part of their continuing responsibility the trustees have endeavoured to ensure that reasonable internal control procedures are in place. These include;

- setting and reviewing financial policies and procedures;
- receipt of management reports at each meeting of the trustees, including income and expense, budget and balance sheets;
- setting an annual budget;
- annual review of risk.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Risk Management

Throughout 2021 the trustees continued to maintain a register of risk and to identify and mitigate major strategic, operational and financial risks to the charity.

Charity Activities

In furtherance of the Charity's objects we provided the following services during the year:

- a) **The Ivy Street Family Centre** - continued to provide term-time drop-in sessions for local parents and carers of under-5s at the charity's temporary premises at The Florence Bennett Centre, Cherbury Street, Hoxton;
- b) **The Growbaby service** service ran from the same premises, providing free baby clothes and equipment to families in crisis and severe need and continues to be supported by Jaguar Building Services Ltd. and Croxley Green Baptist Church.

In planning the activities of the Charity the Trustees have had regard to the guidance given by the Charity Commission on public benefit.



Executive Director's Annual Report 2021

In a year of rolling lockdowns and social distancing, our team have continued to support local families, plan events and fundraise for the building project.

Highlights of the year include:

- The building project progressed from a hole in the ground in January to an, almost, complete shell, ready for internal fit out, in December.
- Sufficient funds were raised to engage architects to plan and commence the internal fit out.
- A Crowdfunder campaign was planned, launched and managed by the leadership team.
- Community networks were strengthened with The Early Years Consortium and engagement with HCVS
- New Trustees appointed to reflect the changing nature of the charity.
- Continued development of marketing and social media skills within the team with regular newsletters and blog posts.
- Visits to the building by Dame Meg Hillier MP, Hackney Mayor and local Councillors, Trustees and other local leaders.
- Theory of Change workshop for the whole team. Further training on Fundraising, Measuring Impact, Collection and Presentation of data undertaken by the ED.
- Appointment of a Patron.
- Appointment of New Chair of Trustees
- Mental Health First Aid Course and Safeguarding training undertaken by the leadership team.
- Partnership with Lambeth Palace and the St Anselm Community to provide volunteer experience for their community.

"My child has started speaking more since coming back to playgroup"

Local mum



**IVY FAMILY
CENTRE
STREET**



“The building is beautiful, I can’t wait to bring my baby here”

Local resident



The Work

Throughout the early 2021 lockdown we were able to keep our doors open to the most vulnerable families, using St Johns church crypt. We ran sessions for families with very young babies as permitted by the Covid-19 Government guidance.

As things started to open up again we increased our offer and moved into a marquee in the church gardens, as the weather improved. We were able to provide a drop-in service once again, which was much appreciated by the families. We continued with our popular music and craft and the sessions were much appreciated by the families as a way of socialising again and finding mutual support and encouragement in their parenting.

We finished the summer term with a very successful Pizza Party with a local business.

In September we moved indoors again and are very grateful to both Shoreditch Trust and St Anne’s Hoxton for their generous hospitality. Our partnership with these local organisations strengthens our relationship within the community.

At the end of 2021, despite the difficulties we have all experienced during the pandemic, the work of Ivy Street is thriving and reaching more families and organisations. The staff team have worked hard to continue to provide the warm welcome and supportive care for which Ivy Street is well known. The success of this can be seen in our increasing numbers of families attending and the increased reach we have in the community.

The Building

In January 2021 the building was still just a hole in the ground, but it has progressed rapidly over the year and, by the end of the year, was almost ready to be handed over to us for the internal fit out.

Whilst the building work was making progress, the Ivy Street team planned the internal fit out with our architects, Sarah Wigglesworth Architects, and their team. Weekly design meetings finalised the details and then went on hold until the building was finished and the funds had been raised to complete the works.

We were really thrilled to start showing people around the unfinished building and we were pleased to welcome our MP, the Mayor of Hackney, local Councillors, our Trustees and other local leaders. It was very exciting to cast the vision for the new centre to people who have watched us try to achieve this for many years.

We start 2022 with the prospect of moving back into the brand new centre and opening up the doors once more to local families.



“My son used to hit other children but since coming here he’s getting better”

Turkish mum



“I come because of the space, where we live in a tower block we don’t have the space to play”

Local mum

Funding and Marketing

In 2021 the leadership team of the Executive Director, Centre Manager and the Trustees focussed on embedding the fundraising and marketing strategy which had been implemented in 2020.

Regular newsletters, updates and an improved social media presence has resulted in a small increase in individual donations to both the building fund and running costs.

Training in the use of marketing tools, social media and measuring impact from internal and external sources has improved the skills within the team. We were pleased to access training and support from The Cranfield Trust, which included three days with Cornish and Grey to help us work towards a Theory of Change. This will, in turn, inform funding applications and our plans for development over the next 5 years.

Funding for the building works has taken priority. We were very pleased to be supported by Sunbabies Trust, individual donors and the Tudor Trust to raise sufficient funds to commence the fit out of the building in early 2022.

We launched our first Crowdfunder campaign and raised over £12,000 for the building. This is our most successful fundraising campaign to date and we learnt a lot of useful and transferable skills in the process.

We remain very grateful for our regular supporters and donors, especially Jaguar Building Services Ltd. for their on-going, regular funding which underpins our day to day work.

Partnerships

During the pandemic we worked with other voluntary sector organisation to develop an Early Years Consortium which will work with Hackney Council to provide support to vulnerable families across the borough.

An introduction Britannia Leisure Centre has resulted in a partnership over Christmas to provide items for our Toy Appeal, a weekly, affordable, soft play sessions for our families and a Giving Saturday, raising £5,000 for soft play equipment in our new building. We look forward to working with them more in 2022.

The Future

Our main task for 2022 is to complete the building and move back in. We look forward to welcoming local families back into our own home and the expanded and extended services that we will be able to provide. We hope to strengthen and expand the staff team and so be able reach more families in Hoxton.

Centre Manager's Report

PRE-SCHOOL DROP-IN SESSIONS

In 2021, in fulfilment of our charity object to support “young people, parents and carers and their children in Hoxton”, the Ivy Street Family Centre continued to provide, during school term-time, and in accordance with our Christian ethos, our Stay & Play, Play All Day and Musical Storytelling sessions.

(This currently means children under the age of 3 years due to the government provision of nursery places for children aged 2½ years plus.)

Due to restrictions from Covid 19, we began our programme of drop-in sessions in April 2021 in a marquee in the grounds of St Johns Church. We initially began with 4 sessions per week.

In September, we began to hold sessions in 2 new venues, St Anne's Church, and Shoreditch Healthy Living Centre, which enabled us to increase to 5 sessions per week.

Our Thursday morning music session is now our most popular session, with a core of 9 regular families, and another 6 who attend sporadically.

During the course of the year we had 89 families registered with us. 31 of these were new registrations extending the reach of the Centre to a further 38 children.

GROWBABY

Our 'GROWBABY' service, provides high quality second-hand baby clothes and equipment to local families in need, via a network of partner agencies including hospitals, social work teams, women's refuges, and other charities.

Covid meant that we focused our service on providing packs of newborn essentials to people about to give birth, and we supported 65 families across the year through a combination of donated items and those purchased with the 2020 Covid emergency fund grant.

At Christmas we were very grateful for the continued support of the Toy Appeal run by ELBA (East London Business Alliance) who contributed gifts for children in our wider community who would not otherwise receive a Christmas present.

We were approached by Britannia Leisure Centre, who wanted to develop a partnership with us, and they had a Giving Tree in the Centre, which allowed customers to drop off a gift for a child. Due to the impact of Covid, we agreed to work with 4 local partner agencies to provide 100 gifts. The success of the Britannia appeal allowed us to pass gifts to another local charity to be distributed to children across Hackney, and also in migrant camps in Calais.

We also greatly benefitted from the support of Jaguar Building Services Ltd, a property maintenance company in the City, which provides financial support and whose CEO mentors our Director of Services.

Financial Review

Income & Expenditure

The net incoming resources for the year were £125,857 (2020: £62,594). Expenditure was £92,320 (2020: £64,750) and was managed according to budget for the year.

During the year the charity once again received a grant from Sunbabies Nursery Trust to support a programme of special events throughout the year the Ivy Street Family Centre and towards the fit-out of the new building.

The charity also benefitted from the Covid-19 government job retention scheme.

The charity has the benefit of a commercial participation agreement with Jaguar Building Services Ltd. who invite their clients to make a small addition when paying their invoice which amount is then donated to Ivy Street Family Centre. The total income from this agreement in 2021 amounted to £16,646.00.

Operating Reserves

The trustees aim to hold Cash Operating Reserves in line with average monthly expenses. These reserves are held in an interest-bearing account with quick access times to finance general operations. The trustees aim to maintain reserves equivalent to three months' operating expenses. This equates to a cash reserve of approximately £9,000. As at 31 December 2021 the charity held unrestricted cash reserves of £21,238 and therefore fulfilled their policy.

The trust holds no investments.

Grants & Gifts

The trust did not make any grants during the year.

Fixed assets

All assets held by the trust fall within those permitted by the Trust Deed.

Building redevelopment

The trust has negotiated with a third party for the joint redevelopment of the premises at 54, Ivy Street to create community space on the Ground and Lower Ground Floors for the Trust and a residential apartment for the third party on the upper floors. The charity will retain its freehold interest and grant a long lease on the flat to the third party.

Work on site commenced in early May 2020 with anticipated completion to the stage of 'wind and watertight' by the end of 2021 at which point each party would commence the fit-out of their respective demise. Wind & Watertight was not in fact reached until Spring 2022

The trust has, since 2016 incurred total costs of £110,596 in respect of legal costs and the professional fees of our fit-out architect, structural engineer, M&E and Building Regulations consultants. Expenses totalling £37,116 were incurred during 2021.

The trustees have obtained a certificate from a Chartered Surveyor, as required under the Charities Act, to confirm that the terms of the agreement with the third party for the redevelopment project are in the best interests of the charity.

By way of security the full amount of the construction costs to wind and watertight, in the sum of £1,468,592.71 (as agreed with the original contractor) was deposited by the third party in an escrow account controlled by the charity and the third party. In view of the increased build cost under the new contract a further sum of £291,883 was lodged in the account by the third party in February 2020, a further sum of £607,106 during 2021. The account is held with Bank of Scotland under the name of the charity, although the monies remain the property of the third party. Accordingly, this balance is not shown in the accounts as an asset of the charity. As payments to the contractor are certified by the Contract Administrator these are released from the escrow account, payments to design professionals are also made from this account. As at 31st December 2021 the amount held in escrow was £477,275.

Independent Examination

Stewardship have been appointed to act as the trust's independent examiners. So far as the Trustees are aware, there is no relevant information of which the trust's examiners are unaware and the Trustees have taken all the steps necessary in order to make themselves aware of any relevant information and to ensure that the examiners are aware of that information.

Approved by the trustees on 22nd July 2022
and signed on their behalf

Andrew Large

Andrew Large

Trustee/Treasurer

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

IVY STREET FAMILY CENTRE TRUST

I report to the trustees on my examination of the accounts of Ivy Street Family Centre Trust for the year ended 31 December 2021 on pages 10 to 13 following.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's 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 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lisa Darby

Lisa Darby

For and on behalf of:

Stewardship

1 Lamb's Passage

LONDON

EC1Y 8AB

Date: 1st August 2022

IVY STREET FAMILY CENTRE TRUST
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted General Fund £	Designated Funds £	Restricted Funds £	2021 £	2020 £
Receipts						
Donations, legacies and grants		51,569	-	27,341	78,910	60,479
Gift aid receipts		1,887	-	-	1,887	1,580
Income from charitable activities		153	-	7	160	360
Interest Received		-	-	-	-	10
Other		-	45,000	-	45,000	165
Total receipts		53,609	45,000	27,348	125,957	62,594
Payments						
Payments in relation to charitable activities undertaken directly	2	39,506	20,456	32,357	92,320	64,750
Total payments		39,506	20,456	32,357	92,320	62,032
Net of receipts / (payments) before transfers		14,102	24,544	(5,010)	33,637	(2,156)
Transfers between funds	5	-	-	-	-	-
Net movement in funds		14,102	24,544	(5,010)	33,637	(2,156)
Cash funds as at last year end		7,135	-	11,717	18,852	21,008
Cash funds at this year end		21,238	24,544	6,707	52,489	18,852

The notes on pages 12 - 13 form part of these accounts.

IVY STREET FAMILY CENTRE TRUST
STATEMENT OF ASSETS AND LIABILITIES
YEAR ENDED 31 DECEMBER 2021

	Unrestricted General funds £	Designated funds £	Restricted funds £	2021 £	2020 £
A Cash funds					
Cash at bank with immediate access	21,168	24,544	6,707	52,419	18,647
Petty cash	70	-	-	70	205
	<u>21,238</u>	<u>24,544</u>	<u>6,707</u>	<u>52,489</u>	<u>18,852</u>
B Other monetary assets					
Gift aid due to charity	169	-	-	169	391
Other debtors	1,200	-	-	1,200	1,519
	<u>1,369</u>	<u>-</u>	<u>-</u>	<u>1,369</u>	<u>1,911</u>
C Liabilities					
Trade creditors	8	-	-	8	131
Fee for Independent Examination	990	-	-	990	810
Accrued expenses	1,790	-	-	1,790	3,675
	<u>2,788</u>	<u>-</u>	<u>-</u>	<u>2,788</u>	<u>4,616</u>
D Assets retained for charity's own use					
				Cost £	Current Market value £
Freehold Building Market Value 2008					362,500
Equipment				3,500	-
				<u>3,500</u>	<u>362,500</u>

The accounts were approved by the trustees and signed on their behalf

by *Andrew Large*

date 22nd July 2022

Andrew Large

The notes on pages 12 - 13 form part of these accounts.

IVY STREET FAMILY CENTRE TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. Accounting standards are not (and cannot) be used in the preparation of receipts and payments accounts and so they do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted General funds £	Designated funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2 Payments in relation to charitable activities undertaken directly					
Employment and staff costs (Note 4)	30,332	-	3,792	34,124	27,478
Ministry costs - subscriptions	483	-	-	483	321
Drop in direct costs	1,347	-	1,470	2,817	1,728
Growbaby direct cost	-	-	8,031	8,031	1,984
Property costs (Note 3)	308	-	2,302	2,611	5,177
Building professional fees and development	-	20,456	16,660	37,116	22,747
Support services	5,111	-	-	5,111	4,217
Fundraising costs	950	-	103	1,053	267
Accounts and examination	780	-	-	780	780
Other costs	195	-	-	195	51
	<u>39,506</u>	<u>20,456</u>	<u>32,357</u>	<u>92,320</u>	<u>64,750</u>
3 Property costs comprise:					
Rent	308	-	2,302	2,611	3,006
Business Rates	-	-	-	-	1,649
Utilities	-	-	-	-	273
Other	-	-	-	-	250
	<u>308</u>	<u>-</u>	<u>2,302</u>	<u>2,611</u>	<u>5,177</u>

IVY STREET FAMILY CENTRE TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

4 Employees

The charity has 3 (2020:3) employees, to whom the employment costs above refer.

Angela Large, spouse of Andrew Large a Trustee, was employed as Director of Services to provide executive oversight for the Ivy Street Family Centre during the year receiving a gross salary of £10,848 (2020: £3,918) **The Trustees have received Charity Commission consent for this arrangement (10th January 2020).**

No other amounts were paid or are payable to any other trustee or to any other person connected to them.

5 Movement of Funds

	Balance at 31.12.20 £	Receipts £	Payments £	Transfers £	Balance at 31.12.21 £
General funds	7,135	53,609	(39,506)	-	21,238
Designated funds					
Designated Building Fund	-	45,000	(20,456)		24,544
	<u>7,135</u>	<u>98,609</u>	<u>(59,962)</u>	<u>-</u>	<u>45,782</u>
Restricted funds					
Building Fund		19,065	(19,065)		-
Growbaby	9	56	(8)	-	57
Sunbabies grant	3,692	8,220	(5,262)	-	6,650
Growbaby LCRF grant	8,016	7	(8,023)	-	-
	<u>11,717</u>	<u>27,348</u>	<u>(32,357)</u>	<u>-</u>	<u>6,707</u>
	<u>18,852</u>	<u>125,957</u>	<u>(92,320)</u>	<u>-</u>	<u>52,489</u>

The Designated Building Fund is money set aside by the Trustees for the redevelopment/fit-out of 54 Ivy Street

The Building Fund is restricted to income and expense related to the redevelopment/fit-out of 54 Ivy Street

The Growbaby fund is restricted to income and expense related to the 'Growbaby' service providing funds, new-born clothing and baby equipment to needy new families.

The Sunbabies grant is restricted to income and expense related to the grant received from Sunbabies Trust

The Growbaby LCRF grant is restricted to income and expense related to a Covid19 grant awarded to enable us to provide needed clothing and equipment through our Growbaby service.