

**THE FITZROVIA COMMUNITY CENTRE LTD**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**Charity No. 1104135**  
**Company No. 04755140**

**LONDON ACCOUNTANCY PRACTICE**  
**SOJOURNER TRUTH COMMUNITY CENTRE**  
**161 SUMNER ROAD**  
**LONDON SE15 6JL**

**THE FITZROVIA COMMUNITY CENTRE LTD**  
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**FOR THE YEAR ENDED 31 DECEMBER 2020**

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**THE FITZROVIA COMMUNITY CENTRE LTD**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>Company number</b>	04755140	
<b>Charity number</b>	1104135	
<b>Registered office</b>	John Astor House 2 Foley Street London W1W 6DL	
<b>Board of Trustees</b>	David A Whittleton	(Chair)
	Jairo Ouko	
	Bee De Soto	(Resigned 23 January 2020)
	Andrew Sherriff	(Resigned 31 March 2020)
	Esther Sonneveld Laveau	(Resigned 30 September 2020)
<b>Bankers</b>	Unity Trust Bank Plc PO Box 7193 Planetary Road Willenhall WV1 9DG  Metro Bank One Southampton Row London WC1B 5HA	
<b>Independent Examiner</b>	London Accountancy Practice Sojourner Truth Community Centre 161 Sumner Road London SE15 6JL	

**THE FITZROVIA COMMUNITY CENTRE LTD**  
**REPORT OF THE DIRECTORS/TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

The Trustees of Fitzrovia Community Centre ("the Centre") are pleased to submit their report and accounts for the year ended 31 December 2020.

**OBJECTIVES AND ACTIVITIES**

Fitzrovia Community Centre aims to be an independent, robust and sustainable organisation that understands and provides for the needs of the community through providing a range of health, educational, cultural and social services which are categorised into three key areas:

- Arts, Heritage and Culture, promoting the wider social and economic value of community arts in Fitzrovia.
- Children & Families Service, improving life outcomes for the most vulnerable children through the provision of free, low cost and affordable activities and services to local families and children who are 0-5 living in Camden and Westminster.
- Community Facilities, creating an age friendly Centre to support healthy, active lifestyles for all ages and the provision of affordable room hire.

**ACHIEVEMENTS AND PERFORMANCE**

**Summary of achievements**

2020 was an unprecedented year for everyone, with the coronavirus pandemic causing huge disruption to our way of life. The Centre closed in March 2020 and all staff were put on furlough. It remained physically closed for the duration of the year, although staff returned to work on flexible furlough in October. The achievements during the year were therefore vastly different from what has been reported in previous years; however, we are proud that the organisation continues to be in operation, with its staff team intact, without the need for rescue funding from the government or other funders. Sadly, this has not been the case for all of the voluntary and community sector.

**Achievements in quarter one of 2020:**

- 233 people attended FCC's services and activities
- 128 sessions were delivered across 14 services/activities
- Centre users made 649 attendances in total; an average of 2.8 visits per person
- 14 community partners delivered activities and services at FCC, providing our local community with services around addictions, eating disorders, health & wellbeing, arts and culture, faith and education
- 14 volunteers gave their time and skills to help us deliver activities, look after the garden and welcome visitors at reception
- FCC's rooms were hired by 23 community groups, 4 businesses, and 8 individuals, demonstrating the value of our facilities to the local area



## THE FITZROVIA COMMUNITY CENTRE LTD

### REPORT OF THE DIRECTORS/TRUSTEES (continued)

#### FOR THE YEAR ENDED 31 DECEMBER 2020

- An event was held on International Women's Day in March 2020, an exhibition of the work of the Creative Women's Hub, a group of creative local women that FCC has been supporting since its inception, from BAME and Muslim communities in particular
- FCC held a Family Day in February 2020, attended by 61 people who enjoyed a range of activities designed to increase social connection and encourage parents to participate in their children's learning.

#### During lockdown

With the Centre being closed for three quarters of the year, all services had to be suspended, however we were able to set up volunteer-led online activities, thanks to our freelance Communications Consultant and our dedicated and talented volunteers. We ran 29 poetry and hand sewing sessions between July and December 2020, including one during the Christmas break for people who were not able to get together with family.

We launched the Keep Fitzrovia Warm campaign in December 2020 to collect and distribute winter clothing to our vulnerable and low-income Fitzrovians, thanks to the generous donations of their more fortunate neighbours. We were overwhelmed by the response, which demonstrated a real desire amongst our community to give back during this challenging time.



**THE FITZROVIA COMMUNITY CENTRE LTD**  
**REPORT OF THE DIRECTORS/TRUSTEES (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**Diversity**

Our most recent annual snapshot of centre users conducted over one week, 18-24 November 2019, tells us who we were reaching before the pandemic. We are based just inside the border of Westminster, however the annual survey showed almost one third of our centre users are residents of Camden. We should note, however, that the same number of people chose not to disclose that information. 12% coming from other boroughs shows us that because we are based in Central London, people find it easy to travel to us, and often use the Centre as a handy location to meet friends or business associates from across London and beyond.

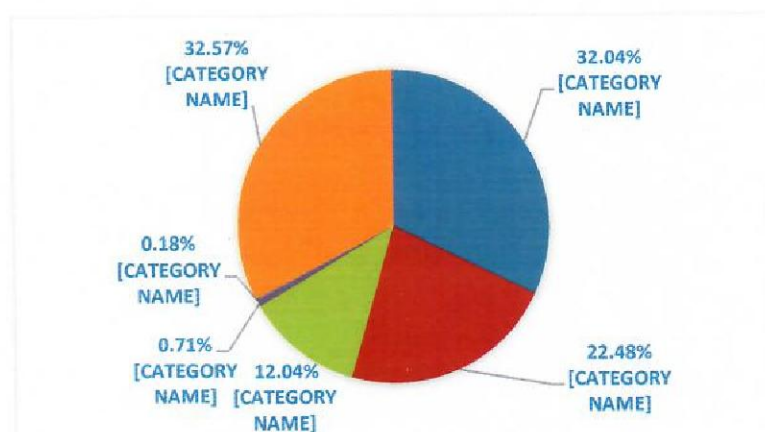


Fig 1: local authority of residence

Almost half of our centre users were aged 25-49; because the numbers include those who attend Epoch Fitness's pilates classes, this is not fully representative of FCC's own activities. Only 16% of visitors were children under 5, which is surprising, since FCC's main service is Children & Families; this is only 1% higher than the number of visitors aged over 50. The chart below highlights the need to offer a more balanced programme of activities, which engages residents of all ages, without duplicating existing successful projects delivered by our community partners.

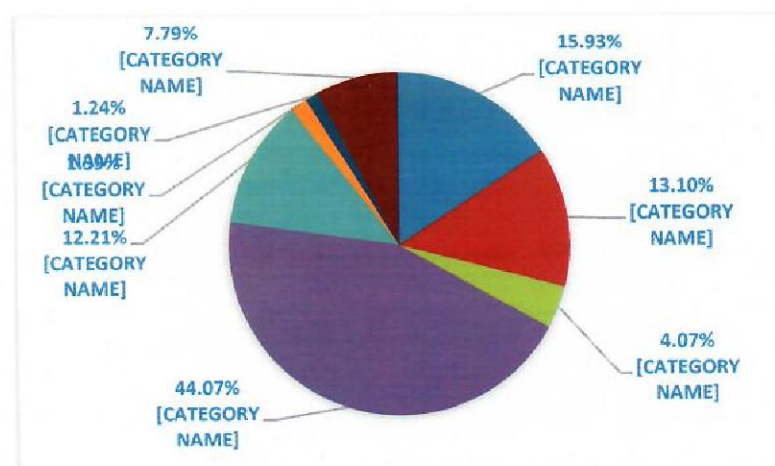


Fig 2: age



**THE FITZROVIA COMMUNITY CENTRE LTD**  
**REPORT OF THE DIRECTORS/TRUSTEES (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

The gender breakdown below is somewhat telling of the services provided at the Centre. A significant proportion of visitors were Epoch Fitness's female clients, however it is true that our activities are focused on local mothers. We identified this as a key area to be addressed in 2021.

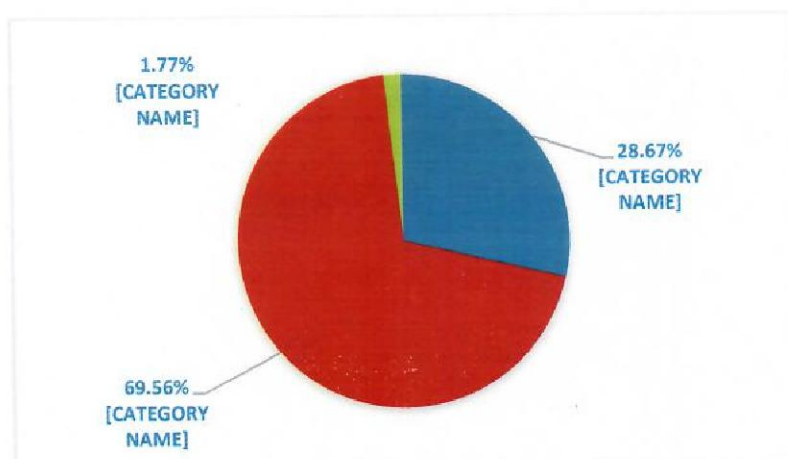


Fig 3: gender

39.5% of respondents were from BAME groups compared with 37.2% White – this is not broken down into subcategories of 'White' and this category includes White British, European, Eastern European, Irish, Gypsy and Traveller. The proportion of Asian or Asian British centre users is much lower than the local area demographic, which is roughly 25%, based on data from All Souls Primary School.

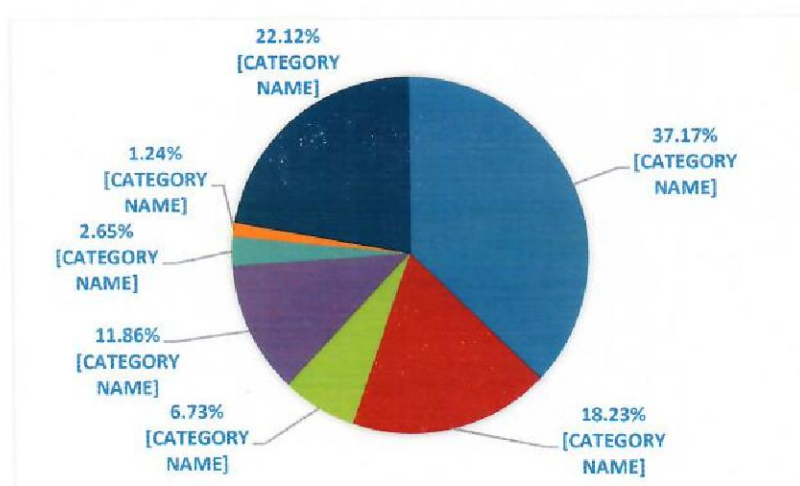


Fig 4: Ethnicity

## THE VISION

The overall direction of the organisation for the next three years has been defined:

1. To grow the Centre, in terms of space, activities and turnover;
2. To double its current size, as measured by services and user numbers;

## **THE FITZROVIA COMMUNITY CENTRE LTD**

### **REPORT OF THE DIRECTORS/TRUSTEES (continued)**

#### **FOR THE YEAR ENDED 31 DECEMBER 2020**

3. To be better known and better used by the whole of the community;
4. To establish the Centre as an exemplar for this kind of charitable endeavour with the creation of social capital as the primary guiding purpose.

#### **Opportunities**

- Increasing the Advice and Information Services following community feedback.
- Increasing after school activities using space collaborations.
- Increasing take-up of all services and activities with highly targeted marketing activities through the newly appointed marketing outsource partner.
- Increasing room booking revenues through higher conversions achieved through an improved online booking process.
- Working with the older residents to encourage higher community engagement and use of services to reduce social isolation.
- Working collaboratively with key influencers in Fitzrovia such as The Fitzrovia Partnership and Fitzrovia Youth in Action.

#### **Thanks to our donors and supporters**

We would like to thank our donors, Derwent London and Hudsons; our collaborators, Westminster Children's Centres and Open Age; and our supporters, Arup and G-Research.

Throughout the year we received generous donations of children's books from Regent's Place, shopping vouchers and Christmas cards from New Diorama Theatre and winter clothing from our local community.



**THE FITZROVIA COMMUNITY CENTRE LTD**  
**REPORT OF THE DIRECTORS/TRUSTEES (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**FINANCIAL REVIEW**

The results of the year's operation are set out in the attached financial statements. The net movement in funds for the year resulted in a deficit of £(82,521) and £(20,853) for 2019. The retained reserves at 31 December 2020 amounted to £146,074 and £228,595 for 2019 respectively.

Included in the retained reserves above is unrestricted (General) fund of £142,980 surplus. The trustees have been aware of the need to comply with good practice guidelines on free reserves and The Fitzrovia Community Centre Ltd policy is included in the notes to the accounts.

**RISK MANAGEMENT**

The trustees have examined the major risks which The Fitzrovia Community Centre Ltd faces and believe that maintaining our free reserves at a reasonable level, combined with our annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which we face and confirm that they have established systems to mitigate the significant risks.

**TANGIBLE FIXED ASSETS**

The Company keeps a register of fixed assets.

**FUNDS AVAILABLE**

The present level of funding is adequate to support the continuation of the Company operations for the medium term, and the trustees consider the financial position of the Company to be satisfactory.

**Reserves policy**

The proposed value of the centre's reserves is between six and twelve months' running costs. This is driven by the uncertainty over future funding and the lead time involved in securing long term future funding.

Reserves are made up of the unrestricted funds. Unrestricted funds can be spent on the charity's general charitable objectives as needed. The reserves policy will be reviewed annually in conjunction with the annual financial statements.

**VOLUNTEERS**

The Fitzrovia Community Centre Ltd recognises the very significant contributions made by volunteers.

**THE FITZROVIA COMMUNITY CENTRE LTD**

**STATEMENT OF DIRECTORS'/TRUSTEES' RESPONSIBILITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

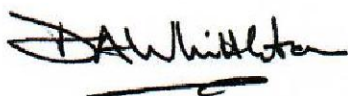
The Directors, who are also the Trustees of the Company, are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the Board of Directors/Trustees



Signed .....

Date 29 October 2021

Print Name      David Arthur Whittleton

Position        Chair of the Board of Trustees



**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF THE FITZROVIA COMMUNITY CENTRE LTD**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

I report on the accounts of the charity, which are set out on pages 12 to 13.

**Respective responsibilities of trustees and examiner**

The Company's Directors, who are also the charity's trustees, are responsible for the preparation of the accounts. The charity's trustees consider that although neither an audit nor an independent examination is required for this year under section 144 of the Charities Act 2011 (the Charities Act), they have nevertheless concluded that an independent examination is desirable.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

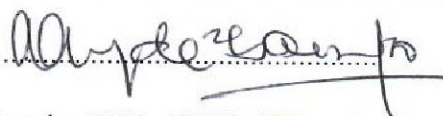
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements to:

- keep accounting records in accordance with section 130 of the Charities Act; and
- prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: .....



Date: 29/10/2021

Ade Adebambo, MBA, ACMA, ACG  
London Accountancy Practice  
161 Sumner Road  
London SE15 6JL



THE FITZROVIA COMMUNITY CENTRE LTD

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Fund £	Restricted Fund £	2020 Total Fund £	2019 Total Fund £
<b>Incoming Resources</b>					
Voluntary Income	2	6,680		6,680	1,000
Charitable Activities		55,019		55,019	175,463
Rent and Room Hire		4,520		4,520	73,558
Fees		1,210		1,210	0
Job Retention Scheme			48,316	48,316	515
<b>Total Incoming Resources</b>		<b>67,429</b>	<b>48,316</b>	<b>115,745</b>	<b>250,536</b>
<b>Resources Expended</b>					
Charitable activities		123,651	48,316	171,967	256,439
Governance		26,299	0	26,299	14,950
<b>Total Resources Expended</b>		<b>149,950</b>	<b>48,316</b>	<b>198,266</b>	<b>271,389</b>
Net Movement In Funds		-82,521	0	-82,521	-20,853
Total Funds Brought Forward		225,501	3,094	228,595	249,448
Transfer of Funds		3,094	-3,094	0	
<b>Total funds carried forward</b>		<b>146,074</b>	<b>0</b>	<b>146,074</b>	<b>228,595</b>

**THE FITZROVIA COMMUNITY CENTRE LTD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2020**

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible fixed assets		0	0
<b>Current assets</b>			
Debtors	4	17,323	23,070
Cash at bank and in hand		225,775	241,935
		<b>243,099</b>	<b>265,005</b>
Creditors: amounts falling due within one year	5	97,025	36,410
Net current assets		<b>146,074</b>	<b>228,595</b>
<b>Total assets less current liabilities</b>		146,074	228,595
<b>Net assets</b>		<b>146,074</b>	<b>228,595</b>
<b>REPRESENTED BY FUNDS:</b>			
Restricted funds			3,094
Unrestricted funds		146,074	225,501
<b>Total funds</b>		<b>146,074</b>	<b>228,595</b>

**Audit exemption statement**

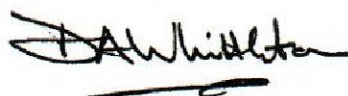
For the twelve months ending 31st Dec 2020, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime. The directors (and charity trustees) declare that they have approved the accounts above and signed on behalf of the Directors and charity Trustees:



Signed .....

Date 29 October 2021

Chair of the Board of Trustees

## 1. ACCOUNTING POLICIES

### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Basis of preparation,

The financial statements have been prepared under the historical cost convention, with the exception of listed investments which are included at their market value. The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102 and the 2006 Companies Act.

#### Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

#### Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received, and the amount can be measured with sufficient reliability.

#### Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### Investment income

Interest is included when receivable by the charity.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category: Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.



## **THE FITZROVIA COMMUNITY CENTRE LTD**

### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

#### **FOR THE YEAR ENDED 31 DECEMBER 2020**

#### **Charitable activities**

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

#### **Taxation**

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life at a rate of 15% using the reducing balance method.

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the Charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Creditors and provisions**

Creditors and provisions are recognised where the charity had a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally

recognised at their settlement amount after allowing for any trade discounts.

### Fund accounting

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity.

### Operating leases

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged in the Statement of Financial Activities as incurred over the term of the lease.

## 2. VOLUNTARY INCOME

	2020	2019
Derwent London	5,000	1,000
Children & Families	1,180	-
Donations	500	-
	<u>6,680</u>	<u>1,000</u>

## 3. CHARITABLE ACTIVITIES AND GOVERNANCE COSTS

Those costs that relate to day-to-day charitable activities are now allocated under charitable activities. Governance costs include legal compliance including accountancy and independent examination, servicing the board and strategic management are now charged and included in the charitable activities

### Taxation

The charity's activities fall within the exemptions afforded by the provisions on the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

### Staff

No member of staff was paid over £60,000. The average number of staff during the year was three FTE. The charity also employs sessional workers for classes and consultants for specialist tasks.



**THE FITZROVIA COMMUNITY CENTRE LTD**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**4. DEBTORS**

	<b>2020</b>
	<b>£</b>
Sundry Customer Debtors	17,323
Prepayments and accrued income	
	<hr/>
	<b>17,323</b>

**5. CREDITORS**

	<b>2020</b>
	<b>£</b>
Sundry Creditors	30,405
Licensees' deposits	21,206
Accountancy fees	1,300
Deferred Income	35,605
Accruals	8,119
Pension Fund	390
	<hr/>
	<b>97,025</b>

**6. GOING CONCERN**

The directors/trustees have a reasonable expectation that the charity will continue in operational existence for the foreseeable future and have therefore used the going concern basis in preparing the financial statements. The trustees keep the income and expenditure of the charity under review and will change the operating model accordingly.

**7. COMPANY LIMITED BY GUARANTEE**

The Fitzrovia Community Centre Ltd 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 it being wound up while he or she is a member, or within one year after he or she ceases to be a member.



## **8. STRUCTURE, GOVERNANCE AND MANAGEMENT GOVERNANCE DOCUMENT AND CONSTITUTION**

The Charitable Company is established under the Companies Act and is governed by its Memorandum and Articles of Association. In all activities the Company is mindful of its statutory duties with regards to public benefit and adheres to the Charity Commission's General Guidance on the Public Benefit requirement.

The Centre's governance structure comprises an elected board of trustees, who are also its members, which is responsible for governing the association.

The systems operated within the Centre which are designed to provide mitigation and assurance against loss include:

- Strategic and operational plans subject to annual review
- Annual budget forecast
- Identification and management of risk
- Periodic review of policies

## **9. POST-BALANCE SHEET EVENTS**

The COVID-19 pandemic has had a significant impact on the operations of the charity. Income has been reduced, staff furloughed, and non-essential expenditure has been cut. These aim to mitigate the outflow of funds and the impact on the charity's funds in 2021 is uncertain but is likely to be negative. The services to the community have been curtailed under these restrictions.

## **10. TRUSTEE SELECTION AND MANAGEMENT**

The Centre's board comprises Directors/Trustees including the Chair, who meet a minimum of four times per year, with the provision of additional meetings if necessary. The Trustees have overall responsibility for ensuring the organisation operates an appropriate system of controls financial or otherwise.

The Centre Director has overall responsibility for the Centre's day-to-day operations, including overall direction and development.

## **11. CHARITABLE OBJECTS**

To promote the benefit of the inhabitants of Fitzrovia (defined as people who live and /or work in Fitzrovia which is bounded by Oxford Street/New Oxford Street to the South, Gower Street to the east, Euston Road to the north, and Great Portland Street on the west and its environs) of the neighbourhood (hereinafter called area of benefit) without distinction of gender, sexual orientation, ethnicity or political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare, for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants; To establish, or secure the establishment of a community centre and to maintain and manage the same (whether alone or in co-operation with an authority or other person or body) in furtherance of the objects.