

# WHITTON NETWORK

England & Wales · Charity number 1117627

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2007-01-18

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** The Coordinator  
1 Library Way  
Whitton  
TW2 7AP

**Phone** 02087551336

**Email** [whittonnetwork@btconnect.com](mailto:whittonnetwork@btconnect.com)

**Website** [www.whittonnetwork.org](http://www.whittonnetwork.org)

## Activities

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**Objects:** TO RELIEVE THE NEEDS OF ELDERLY PEOPLE, DISABLED PEOPLE, ONE PARENT FAMILIES AND OTHERS IN NEED, WITHIN THE COMMUNITY OF WHITTON AND HEATHFIELD AND THE SURROUNDING AREAS OF RICHMOND UPON THAMES, BY THE PROVISION OF PRACTICAL HELP, SUPPORT, ADVICE AND CARE.

**Activities:** Our main activities are to provide lifts, mainly for medical appointments, but also for shopping or recreational activities, and to take our clients on outings. We also send all our clients, plus funders, a newsletter 3 times a year. This not only contains information about Whitton Network but also relevant information useful for the elderly.

## Classification

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- **How:** Provides Human Resources, Provides Services
- **What:** General Charitable Purposes, Disability
- **Who:** Elderly/old People, People With Disabilities

## Geography

- **Area of benefit:** WHITTON AND HEATHFIELD AND THE SURROUNDING AREAS OF RICHMOND UPON THAMES
- Richmond Upon Thames

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£40,280	£33,625	-	-
2024-03-31	£34,122	£33,101	-	-
2023-03-31	£32,602	£29,038	-	-
2022-03-31	£28,977	£27,341	-	-
2021-03-31	£32,633	£34,694	-	-

## Trustees

Name	Role	Appointed
<b>Mary Sangtabi</b>	Chair	2025-06-02
Agnes McCreadie		2024-05-20
DAVID WILLIS		2015-05-18
Linda McHugh		2021-06-07
Margaret Windmill		2025-06-02
RUTH MARY PATTERSON		2025-06-02
Richard Hurdle		2022-05-23
Rosa Sworn		2022-05-23

**WHITTON NETWORK**

England & Wales - Charity number 1117627

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# Accounts

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# Trustees' Annual Report for the period

Period start date: 01 April 2024 To 31 March 2025

## Section A Reference and administration details

Charity name: WHITTON NETWORK

Other names charity is known by: WHITTON AND HEATHFIELD VOLUNTARY CARE GROUP

Registered charity number (if any): 1117627

Charity's principal address: 1 Library Way  
Whitton  
Postcode: TW2 7AP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1.	Hugh Patterson	Chair		
2.	Linda McHugh	Secretary		
3.	Richard Hurdle	Treasurer		
4.	Rosa Sworn			
5.	David Willis			
6.	Mary Sangtabi			
7.	Agnes McCreadie		From 20/05/2024	
8.				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

N/A

### Name of chief executive or names of senior staff members (Optional information)

Miss Ana Cavilla - Co-ordinator

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document: Constitution

How the charity is constituted	Trust
Trustee selection methods	Trustees and officers are elected by the Charity's members at the AGM. The Trustees may appoint a trustee during the year.

**Additional governance issues**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We are an independent charity; however, we form part of the London Borough of Richmond Upon Thames Council's Community Independent Living Services (CILS) which is outsourced to Age UK. Age UK manage the grant payment to us on behalf of the borough and we provide quarterly reports back to AGE UK.

All new trustees are offered training by Richmond Council for the Voluntary Sector which provides trustee induction training in addition to sharing all of our relevant documentation such as our constitution and requiring all trustees to be DBS checked. We have a volunteer's hand book and a number of policies which they have to have regard too, such as safeguarding, whistle blowing, complaints and health and safety which they sign up to as trustees. Ongoing training is provided as required.

Risks are managed through our quarterly committee meetings.

**Section C Objectives and activities**

<p><b>Summary of the objects of the charity set out in its governing document</b></p>	<p>To relieve the needs of elderly people, disabled people, one parent families and others in need, within the community of Whitton and Heathfield and the surrounding areas of Richmond upon Thames, by the provision of practical help, support, advice and care.</p>
	<p>Our main activities are:</p> <ol style="list-style-type: none"> <li>1. To provide transport to GPs, pharmacies, hospitals, chiropodists, opticians, dentists etc.</li> <li>2. To provide transport to social events, and to clubs such as day centres and AGE UK</li> <li>3. To provide befriending to support those who feel lonely and isolated.</li> <li>4. We run outings and tea parties each year to improve well-being and interaction, and a weekly coffee morning.</li> </ol> <p>When reviewing our activities and services, our trustees have regard to the guidance issued by the Charity Commission on public benefit.</p>

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity only employs one part-time member of staff, the Co-Ordinator, who supervises the office, takes on new clients and new volunteers and organises Outing etc

All drivers, befrienders, shoppers and office staff are volunteers. We rely almost completely on the good will of unpaid volunteers, and during this year we had 43 active volunteers who made a significant contribution to the running of the organisation.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

We finished the year with 270 clients, slightly down from 276 at the end of last year, although we had a further 32 clients register, in the same year we sadly saw 38 clients, pass away, move into care homes, or who felt no longer able to use our services.

Overall, we have supported more clients this year than last year, engaging with 124 clients during 2024/2025 which is up from 116 clients last year, in part this has been due to the popularity of the weekly coffee morning, which has helped to extend our service offer and allowed us to reach a wider range of clients

We ran smaller outings programme this year with only 4 events, but some 89 clients attended and we got some very positive feedback.

In terms of transport provided, we gave 420 lifts to medical appointments, there were 243 lifts for recreational purposes and we delivered or provided 121 shops So, in total 784 lifts compared to 907 last year, although we only actually had 40 fewer referrals during the year, sadly almost 1 in 4 appointments was cancelled by the hospitals, clinic or clients themselves due to poor health.

Our Befriending service also decreased slightly this year with 280 visits to 14 clients, compared to 342 last year for 18 clients. This role has become increasingly difficult to fill, mainly because the needs of the clients requiring befriending have become much more complex over time, and many of them are actually looking for more time than our volunteers can be expected to offer.

Our regular weekly coffee morning continues to be well attended and over the past 12 months we had 749 attendances, with 46 different clients attending over the year and an average of 18 people attending each week

We ended the year with 43 active volunteers', comprising 21 drivers, 10 office volunteers and 12 befrienders and shoppers, and we were pleased to welcome 4 new volunteers during the year.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We hold 6 months operating costs in our reserves

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Both London Borough of Richmond upon Thames (through AGE UK) and the Hampton Fund grant us money to cover our Co-ordinator's salary and pension costs.

Our outings programme is funded by donations from organisations such as the Hamilton Chapter, the Rotary Club, the Lloyds Foundation. We also secured £3,000 at the start of this year from the Lottery Fund which will support our outings programme, and runs for 18 months from summer 2024 to the end of 2025, additionally we received a large personal donation of £1,000 and a very generous legacy of £5,468

We do not charge our service users but their donations are used to cover some office expenses and we undertake some small-scale local fundraising too. All of our outings and engagements are purposefully free to ensure any local person in need can access our services and reduce isolation and support healthy living without needing to pay.

Being a small charity, our funds are held in cash at the bank.


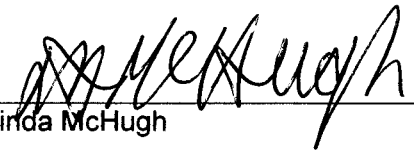
### Section F Other optional information

None

### Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Richard Hurdle	Linda McHugh
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Secretary

**Date** 27/10/2026

# WHITTON NETWORK

Registered Charity No.1117627

## ACCOUNTS FOR THE PERIOD 1ST APRIL 2024 to 31st MARCH 2025

2023/24	INCOME	2024/25	2023/24	EXPENDITURE	2024/25
£	<i>Operating Income:</i>	£	£	<i>Operating Expenditure:</i>	£
1,969	B/Fwd Salary Grants (Restricted)	0			
14,813	B/Fwd Donations and Mileage	19,341			
667	B/Fwd Outings (Restricted)	0			
861	Incorrect Rent Invoice	0			
2,478	LBRUT Rate Relief	2745	2,478	Business Rates	2745
3,210	LBRUT Rent Rebate	3210	3,210	Rent	3272
5,809	LBRUT & Age UK - Salary	6145	18,773	Salary, Tax, NI & Pension	18900
7,000	Hampton Fund - Salary	7000			
2,355	LBRUT & Age UK Mileage	2494	2,132	Mileage Payments	1804
3,000	The Albert Hunt Trust (unrestricted)	0			
10,270	<b>Donations:</b>				
	Mr Welch	1000	185	Marketing & Publicity	467
	Lloyds Bank Foundation	500	321	Newsletter & stamps	289
	Rotary Club - Santa collection	743	1,229	Phones & internet	1730
	Hamilton Chapter - closing donation	528	231	Office	417
	St Georges Day stall	365	433	Insurance	488
	In Mem - C Hewson	5,468	187	DBS Checks	230
			833	Staff Costs, including pension	1071
			9	Parking	
			47	Volunteers & Clients	364
	General Donations & Interest	7,082			
	National Lottery - Outings	3,000	3,023	<i>Outings (excl petrol &amp; stamp costs):</i>	
				Late March 23 Tea Party Minibus	51
				Rottingdean	916
				Kew	422
				Connaught Opera	180
				Christmas Carols	54
				Coffee mornings	225
			19,341	<i>Excess Income over Expenditure</i>	25996
<b>52,432</b>	<b>Total Income</b>	<b>59,621</b>	<b>52,432</b>	<b>Total Expenditure</b>	<b>59,621</b>
	<b>Bank balances at 31st March 2025:</b>			<b>Funds by Account at 31st March</b>	
1,399	Cheque account	959	0	Salary (Restricted Funds)	0
27,000	Savings Account	34000	19,331	Donations and Mileage	20033
32	Cash	74	9,100	Whitton Network Reserves	15000
<b>28,431</b>	<b>Total Funds</b>	<b>35,033</b>	<b>28431</b>	<b>Total Funds</b>	<b>35,033</b>



**Richard Hurdle - Hon Treasurer**  
02/06/2025



**Lauren Murdoch - Hon Examiner**  
02/06/2025



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

WHITTON NETWORK

**On accounts for the year  
ended**

31<sup>st</sup> March 2025

**Charity no  
(if any)**

1117627

**Set out on pages**

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2025**

**Responsibilities and  
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:** 02.06.2025

**Name:**

Lauren Murdoch

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

**WHITTON NETWORK**

England & Wales - Charity number 1117627

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# Accounts

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**Trustees' Annual Report for the period  
From 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

**Charity name: Whitton Network**  
**Charity registration number: 1117627**

**Objectives and Activities**

<i>Summary of the purposes of the charity as set out in its governing document</i>	To relieve the needs of elderly people, disabled people, one parent families and others in need, within the community of Whitton and Heathfield and the surrounding areas of Richmond upon Thames, by the provision of practical help, support, advice and care
<i>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</i>	Our main activities are: <ol style="list-style-type: none"> <li>1. To provide transport to GPs, pharmacies, hospitals, chiropodists, opticians, dentists etc.</li> <li>2. To provide transport to social events, and to clubs such as day centres and AGE UK</li> <li>3. To provide befriending to support those who feel lonely and isolated, and shopping services for those who cannot do it themselves</li> <li>4. We run outings and tea parties each year to improve well-being and interaction, and a weekly coffee morning.</li> </ol>
<i>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</i>	When reviewing our activities and services, our trustees have regard to the guidance issued by the Charity Commission on public benefit
<i>Contribution made by volunteers</i>	The Charity only employs one part-time member of staff, the Co-Ordinator, who supervises the office, takes on new clients and new volunteers and organises Outing etc  All drivers, befrienders, shoppers and office staff are volunteers. We rely almost completely on the good will of unpaid volunteers, and during this year we had 38 active volunteers who made a significant contribution to the running of the organisation.  All of our 7 trustees also volunteer for the charity in practical ways as well as their trustee roles.

**Achievements and Performance**

<i>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</i>
We finished the year with 276 registered clients, up from 263 at the end of last year, this reflected a further 33 clients added to our membership, but in the same year we sadly saw 20 clients, pass away or move into care homes. We also significantly increased our overall activity

with some 1,249 engagements supporting some 116 clients, up from 1054 supporting 119 clients last year.

Our transport provision was very well used by our clients with 487 lifts to medical appointments (up from 289 last year) 276 lifts for recreational purposes (up from 155) and we delivered or provided 144 shops (up from 112 shops)

Our Befriending service also increased a little this year with more activity although supporting fewer clients as we undertook 342 visits and calls to 18 clients, which compares to 309 last year for 20 clients.

Our outings programme was a real success and in total 198 clients attended the 9 events we ran during the year. This was significantly up from last year when it was 118 clients and 5 events.

We now host a regular weekly coffee morning, and at the end of the 12 months, we had 792 attendances, with 36 different clients attending over the year with an average of 18 people attending each week.

We were also pleased to welcome 4 new volunteers to the network this year.

All of this led to a positive impact for those that we engaged with as demonstrated by the results of our annual survey:

**Responses to statements about the impact of Whitton Network:**

<p><b>Overall Satisfaction with Whitton Network services:</b></p> <p>84% Very Satisfied          12% Satisfied          2% Neither satisfied nor dissatisfied          0% Dissatisfied          2% Very Dissatisfied</p>	<p><b>I feel less isolated</b></p> <p>Strongly Agree / Agree – 75%          Neither Agree/ Disagree – 11%          Disagree / Strongly Disagree – 3%          Not relevant – 11%</p>
<p><b>It has helped me remain independent</b></p> <p>Strongly Agree / Agree – 66%          Neither Agree/ Disagree – 18%          Disagree / Strongly Disagree – 2%          Not relevant – 14%</p>	<p><b>I feel more positive</b></p> <p>Strongly Agree / Agree – 69%          Neither Agree/ Disagree – 19%          Disagree / Strongly Disagree – 3%          Not relevant – 9%</p>
<p><b>I feeling connected to my community</b></p> <p>Strongly Agree / Agree – 83%          Neither Agree/ Disagree – 14%          Disagree / Strongly Disagree – 3%</p>	<p><b>I feel more confident to get involved in things outside the home</b></p> <p>Strongly Agree / Agree – 74%          Neither Agree/ Disagree – 11%          Disagree / Strongly Disagree – 6%          Not relevant – 9%</p>

<p><i>Achievements against objectives set</i></p>	<p>We met or exceeded all of the objectives that we had set for ourselves at the start of the year</p>
<p><i>Performance of fundraising activities against objectives set</i></p>	<p>We were successful in our fundraising efforts and securing an additional unrestricted grant of £3,000.</p>

## Financial Review

<i>Review of the charity's financial position at the end of the period</i>	The charities financial position remains sound at the end of the period, with sufficient funding to continue our work.
<i>Statement explaining the policy for holding reserves stating why they are held</i>	We hold 6 months operating costs in our reserves
<i>Amount of reserves held</i>	£9,100
<i>The charity's principal sources of funds (including any fundraising)</i>	<p>Both London Borough of Richmond upon Thames (through AGE UK) and the Hampton Fund grant us money to cover our Co-ordinator's salary and pension costs.</p> <p>Our outings programme was funded by a grant from the Albert Hunt Trust of £3,000 and donations from organisations such as the Rotary Club.</p> <p>Whilst we do not charge our service users their donations are also used to cover some office expenses and we undertake some small-scale local fundraising too.</p> <p>Being a small charity, our funds are held in cash at the bank</p>

## Structure, Governance and Management

<i>Type of governing document</i>	We have a constitution as our governing document
<i>How is the charity constituted?</i>	Our charity is constituted as a Trust
<i>Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees</i>	Trustees and officers are elected by the Charity's members at the AGM. The Trustees may appoint a trustee during the year.
<i>The charity's organisational structure and any wider network with which the charity works</i>	We are an independent charity; however, we form part of the London Borough of Richmond Upon Thames Council's Community Independent Living Services (CILS) which is outsourced to Age UK. Age UK manage the grant payment to us on behalf of the borough and we provide quarterly reports back to AGE UK.
<i>Policies and procedures adopted for the induction and training of trustees</i>	<p>All new trustees are offered training by Richmond Council for the Voluntary Sector which provides trustee induction training in addition to sharing all of our relevant documentation such as our constitution and requiring all trustees to be DBS checked.</p> <p>We have a volunteer's hand book and a number of policies which they have to have regard too, such as safeguarding, whistle blowing, complaints and health and safety which they sign up to as trustees. Ongoing training is provided as required.</p>

## Reference and Administrative details

Charity name	Whitton Network
Other name the charity uses	Also known as the Whitton and Heathfield Voluntary Care Group
Registered charity number	1117627
Charity's principal address	1 Library Way, Whitton, Twickenham, TW2 7AP

## Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Hugh Patterson	Chair		
Linda McHugh	Secretary		
Richard Hurdle	Treasurer		
Rosa Sworn			
David Willis			
Greg Addington		1 <sup>st</sup> April 2023 to 15 <sup>th</sup> January 2024	
Mike Kerslake		1 <sup>st</sup> April 2023 to 22 <sup>nd</sup> May 2023	
Mary Sangtabi		From 22 <sup>nd</sup> May 2024 onwards	


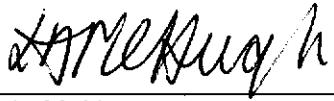
## Name of chief executive or names of senior staff members

Ana Cavilla

## Declarations

The trustees declare that they have approved the trustees' report above.

## Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Hugh Patterson	Linda McHugh
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date 21/10/2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Whitton Network

1117627

## Receipts and payments accounts

CC16a

For the period from	01/04/23	To	31/03/24
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LBRuT Rates Relief	-	2,478	-	2,478	2,202
LBRuT Rent Relief	-	3,210	-	3,210	3,274
Age UK/LBRuT Salary	-	5,809	-	5,809	4,107
Hampton Fund Charity Salary	-	7,000	-	7,000	9,000
Age UK/LBRuT Mileage	2,355	-	-	2,355	1,853
Donations, Fundraising & interest	13,270	-	-	13,270	12,326
Outing Donations	-	-	-	-	40
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>15,625</b>	<b>18,497</b>	<b>-</b>	<b>34,122</b>	<b>32,602</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>15,625</b>	<b>18,497</b>	<b>-</b>	<b>34,122</b>	<b>32,602</b>
<b>A3 Payments</b>					
LBRuT Rates	-	2,478	-	2,478	2,202
LBRuT Rent	-	3,210	-	3,210	2,413
Salary, Tax, NI, Pension	-	18,773	-	18,773	15,641
Mileage	2,132	-	-	2,132	1,263
Publicity & Newsletter	512	-	-	512	1,613
Office, phone, insurance, DBS	2,084	-	-	2,084	2,281
Staff, person, volunteer costs, parking	889	-	-	889	1,340
Outings and coffee mornings	3,023	-	-	3,023	2,285
	-	-	-	-	-
<b>Sub total</b>	<b>8,640</b>	<b>24,461</b>	<b>-</b>	<b>33,101</b>	<b>29,038</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>8,640</b>	<b>24,461</b>	<b>-</b>	<b>33,101</b>	<b>29,038</b>
<b>Net of receipts/(payments)</b>	<b>6,985</b>	<b>- 5,964</b>	<b>-</b>	<b>1,021</b>	<b>3,564</b>
<b>A5 Transfers between funds</b>	<b>- 3,094</b>	<b>3,094</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>24,540</b>	<b>2,870</b>	<b>-</b>	<b>27,410</b>	<b>23,846</b>
<b>Cash funds this year end</b>	<b>28,431</b>	<b>-</b>	<b>-</b>	<b>28,431</b>	<b>27,410</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank account	1,399	-	-
	Savings account	27,000	-	-
	cash	32	-	-
	<b>Total cash funds</b>	<b>28,431</b>	-	-
(agree balances with receipts and payments account(s))				


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	RICHARD HURDLE	10/5/24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

WHITTON NETWORK

**On accounts for the year  
ended**

31<sup>st</sup> March 2024

**Charity no  
(if any)**

1117627

**Set out on pages**

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2024.

**Responsibilities and  
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination.  
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.

**Signed:**

**Date:**

30/04/2024

**Name:**

Christopher Bligh

**Relevant professional  
qualification(s) or body  
(if any):**

n/a

**Address:**

14 Mayfair Avenue

Twickenham

TW2 7JG

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

n/a

**WHITTON NETWORK**

England & Wales - Charity number 1117627

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# Accounts

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# Trustees' Annual Report for the period

Period start date

Period end date

From 01 April 2022 To 31 March 2023

## Section A Reference and administration details

Charity name

WHITTON NETWORK

Other names charity is known by

WHITTON AND HEATHFIELD VOLUNTARY CARE GROUP

Registered charity number (if any)

1117627

Charity's principal address

1 Library Way

Whitton

Postcode

TW2 7AP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1.	Hugh Patterson	Chair		
2.	David Willis	Secretary		
3.	Chris Bligh	Treasurer	1 <sup>st</sup> April 2022 - 22 <sup>nd</sup> May 2022	
4.	Greg Addington			
5.	Valerie Irvin			
6.	Mike Kerslake			
7.	Linda McHugh			
8.	Richard Hurdle	Treasurer	22 <sup>nd</sup> May 2022 – 31 <sup>st</sup> March 2023	
9.	Rosa Sworn		22 <sup>nd</sup> May 2022 – 31 <sup>st</sup> March 2023	
10.				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

N/A

### Name of chief executive or names of senior staff members (Optional Information)

Miss Ana Cavilla - Co-ordinator

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Trust

Trustee selection methods

Trustees and officers are elected by the Charity's members at the AGM. The Trustees may appoint a trustee during the year.

### Additional governance issues

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We are an independent charity; however, we form part of the London Borough of Richmond Upon Thames Council's Community Independent Living Services (CILS) which is outsourced to Age UK. Age UK manage the grant payment to us on behalf of the borough and we provide quarterly reports back to AGE UK.

All new trustees are offered training by Richmond Council for the Voluntary Sector which provides trustee induction training in addition to sharing all of our relevant documentation such as our constitution and requiring all trustees to be DBS checked. We have a volunteer's hand book and a number of policies which they have to have regard too, such as safeguarding, whistle blowing, complaints and health and safety which they sign up to as trustees. Ongoing training is provided as required.

Risks are managed through our quarterly committee meetings.

## Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To relieve the needs of elderly people, disabled people, one parent families and others in need, within the community of Whitton and Heathfield and the surrounding areas of Richmond upon Thames, by the provision of practical help, support, advice and care.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Our main activities are:

1. To provide transport to GPs, pharmacies, hospitals, chiropodists, opticians, dentists etc.
2. To provide transport to social events, and to clubs such as day centres and AGE UK
3. To provide befriending to support those who feel lonely and isolated.
4. We run outings and tea parties each year to improve well-being and interaction, and a weekly coffee morning.

When reviewing our activities and services, our trustees have regard to the guidance issued by the Charity Commission on public benefit.

**Section D****Achievements and performance**

We ended the year with 42 active volunteers', comprising 22 drivers, 9 office volunteers and 11 befrienders and shoppers. This year we were also pleased to welcome 5 new volunteers

**Section E****Financial review**

**Brief statement of the charity's policy on reserves**

We hold 6 months operating costs in our reserves

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Both London Borough of Richmond upon Thames (through AGE UK) and the Hampton Fund grant us money to cover our Co-ordinator's salary and pension costs.

Our outings programme is funded by donations from organisations such as the Army and Navy, the Rotary Club, and we have had some legacies, and collections from funerals of regular clients and volunteers.

We do not charge our service users but their donations are used to cover some office expenses and we undertake some small-scale local fundraising too.

Being a small charity, our funds are held in cash at the bank.

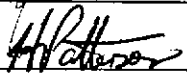
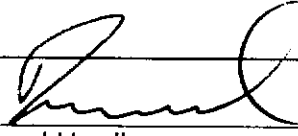
**Section F****Other optional information**

None

**Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Hugh Patterson	Richard Hurdle
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 15/11/2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Whitton Network

## Receipts and payments accounts

CC16a

For the period from	Apr-22	To	Mar-23
------------------------	--------	----	--------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LBRuT Rates Relief	-	2,202	-	2,202	2,202
LBRuT Rent Relief	-	3,274	-	3,274	6,358
Age UK/LBRuT Salary	-	4,107	-	4,107	5,345
Hampton Fund Charity Salary	-	9,000	-	9,000	4,500
Age UK/LBRuT Mileage	1,653	-	-	1,653	2,168
Donations, Fundraising & Interest	12,328	-	-	12,328	8,195
Outing Donations	-	40	-	40	210
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>13,979</b>	<b>18,623</b>	<b>-</b>	<b>32,602</b>	<b>28,977</b>
<b>A2 Asset and Investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>13,979</b>	<b>18,623</b>	<b>-</b>	<b>32,602</b>	<b>28,977</b>
<b>A3 Payments</b>					
LBRuT Rates	-	2,202	-	2,202	2,202
LBRuT Rent	-	2,413	-	2,413	7,159
Salary, Tax, NI, Pension	-	15,841	-	15,841	10,306
Mileage	1,263	-	-	1,263	927
Publicity & Newsletter	1,613	-	-	1,613	413
Office, phone, insurance, DBS	2,281	-	-	2,281	4,111
Staff, pension, volunteer costs, parking	1,340	-	-	1,340	803
Outings and coffee mornings	2,285	-	-	2,285	1,420
	-	-	-	-	-
<b>Sub total</b>	<b>8,782</b>	<b>20,256</b>	<b>-</b>	<b>29,038</b>	<b>27,341</b>
<b>A4 Asset and Investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>8,782</b>	<b>20,256</b>	<b>-</b>	<b>29,038</b>	<b>27,341</b>
<b>Net of receipts/(payments)</b>	<b>5,197</b>	<b>- 1,633</b>	<b>-</b>	<b>3,564</b>	<b>1,636</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>19,343</b>	<b>4,503</b>	<b>-</b>	<b>23,846</b>	<b>23,846</b>
<b>Cash funds this year end</b>	<b>24,540</b>	<b>2,870</b>	<b>-</b>	<b>27,410</b>	<b>25,482</b>

## Section B Statement of assets and liabilities at the end of the period

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>			
Bank account	1,382	-	-
Savings account	23,405	2,595	-
cash	28	-	-
<b>Total cash funds</b>	<b>24,815</b>	<b>2,595</b>	<b>-</b>

(agree balances with receipts and payments account(s))

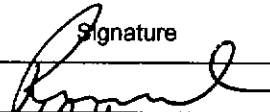
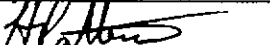
	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>			
Details	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			
Details		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			
Details		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			
Details		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	RICHARD HURDIE	25/5/23
	HUGH PATTERSON	25/5/23



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

**WHITTON NETWORK**

**On accounts for the year  
ended**

31<sup>st</sup> March 2023

**Charity no  
(if any)**

1117627

**Set out on pages**

n/a

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023

**Responsibilities and  
basis of report**

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

**Independent  
examiner's statement**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

**Signed:**

**Date:**

09/05/2023

**Name:**

Christopher Bligh

**Relevant professional  
qualification(s) or body  
(if any):**

n/a

**Address:**

14 Mayfair Avenue

Whitton

TW2 7JG

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**WHITTON NETWORK**

England & Wales - Charity number 1117627

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# Accounts

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# Trustees' Annual Report for the period

Period start date: From 01 April 2021 To 31 March 2022  
 Period end date: March 2022

## Section A Reference and administration details

Charity name

WHITTON NETWORK

Other names charity is known by

-

Registered charity number (if any)

1117627

Charity's principal address

1 Library Way  
 Whitton  
 Postcode TW2 7AP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted If not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1.	Hugh Patterson	Chair		
2.	David Willis	Secretary		
3.	Christopher Bligh	Treasurer		
4.	Valerie Irvin			
5.	Mike Kerslake			
6.	Jenny Lowe		1 <sup>st</sup> April 2021 - 7 June 2021	
7.	Frances Grant		1 <sup>st</sup> April 2021 - 7 June 2021	
8.	Sheila Wookey		1 <sup>st</sup> April 2021 - 7 June 2021	
9.	Greg Addington		7 June 2021 – 31 March 2022	
10.	Linda McHugh		7 June 2021 – 31 March 2022	
11.				
12.				
13.				
14.				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

Miss Ana Cavilla - Co-ordinator

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document <i>(eg trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg trust, association, company)</i>	Trust
Trustee selection methods <i>(eg appointed by, elected by)</i>	Trustees and officers are elected by the Charity's members at the AGM. The Trustees may appoint a trustee during the year.

**Additional governance issues (Optional information)**

- You **may choose** to include additional information, where relevant, about:
- policies and procedures adopted for the induction and training of trustees;
  - the charity's organisational structure and any wider network with which the charity works;
  - relationship with any related parties;
  - trustees' consideration of major risks and the system and procedures to manage them.

We are an independent charity; however, we form part of the London Borough of Richmond Upon Thames Council's Community Independent Living Services (CILS) which is outsourced to Age UK. AGE UK manage the grant payment to us on behalf of the borough and we provide quarterly reports back to AGE UK.

All new trustees are offered training by Richmond Council for the Voluntary Sector which provides trustee induction training in addition to sharing all of our relevant documentation such as our constitution and requiring all trustees to be DBS checked.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To relieve the needs of elderly people, disabled people, one parent families and others in need, within the community of Whitton and Heathfield and the surrounding areas of Richmond upon Thames, by the provision of practical help, support, advice and care.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Our main activities are:

1. To provide free lifts for medical appointments, shopping, hairdressing and recreational pursuits
2. Befriending visits
3. Organising outings and an annual tea

#### **Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity only employs one part-time member of staff, the Co-Ordinator, who supervises the office, takes on new clients and new volunteers and organises Outings.

All drivers and office staff are volunteers. We rely almost completely on the good will of unpaid volunteers, despite challenging conditions throughout 2021-2022 we managed to increase our body of volunteers to 38.

## **Section D**

### **Achievements and performance**

**Summary of the main achievements of the charity during the year**

Due to a comprehensive review of our client database in 2021-22 we ended the year with 260 clients, down from 301 at the end of last year, however we did take on 35 new clients during the year – which was the single biggest new annual intake for some years.

We continued to promote our services and plan more outreach for the coming year.

We managed 889 engagements for 96 of our clients compared to 893 engagements to 80 clients last year.

We hosted 3 events, which were 2 tea parties and a Christmas Carol Service and tea which were attended by 75 clients.

We continued to offer telephone befriending, but many of our volunteers and clients finally got to meet face to face again. We also started doing regular driving of clients for their booster jabs, hospital and doctors' appointments and drove clients to clubs and activities which started slowly re-opening

## Section D

## Achievements and performance

Of the 889 engagements this year,

- 272 of these were medical appointments (up from 130 last year) attended by 49 clients, there were
- 51 (up from 2) lifts for recreational purposes for 11 clients, and
- 154 shops for 16 clients, which was an expected decrease due to lock down restrictions lifting and the success of the vaccination programme, this compared with 277 shops for 32 clients the previous year
- Our Befriending service remained strong this year, and we undertook 403 visits and calls to 24 clients, which compares to 485 last year for 29 clients, again this decrease due to covid restrictions being lifted.

At Christmas we hand delivered cards and a hamper or gift to over 150 households. This was thanks to the generosity of Gumley house school and The Equippers Church who collected food and gifts for us to distribute.

We ended the year with 38 active volunteers', comprising 20 drivers, 9 office volunteers and 9 befrienders and shoppers. This year we were also pleased to welcome 4 new volunteers to the network.

We agreed our premises lease with Richmond Council in August 2021 and effective as of April 2020 we are now paying rent, although we have agreed a rebate with the council so we get the full rent refunded at present.

We reviewed the Trustees policy on reserves and now have 6 months expenditure as a reserve amount which reflects the latest Charity Commission guidelines.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

We now hold 6 months operating costs in our reserves

**Details of any funds materially in deficit**

None

**Further financial review details (Optional Information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Both London Borough of Richmond upon Thames (through AGE UK) and the Hampton Fund grant us money to cover our Co-ordinator's salary and pension costs.

Our outings programme is funded by donations from organisations such as the Army and Navy, the Rotary Club, and we have had some legacies, and collections from funerals of regular clients and volunteers.

We do not charge our service users but their donations are used to cover some office expenses and we undertake some small-scale local fundraising too.

Being a small charity, our funds are held in cash at the bank.


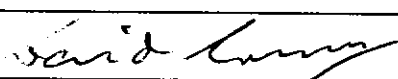
## Section F Other optional information

None

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Hugh Patterson	David Willis
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	9.11.2022	



**Receipts and payments accounts**

CC16a

For the period from	Apr-21	To	Mar-22
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LBRUT Rate Relief	-	2,202	-	2,202	2,202
LBRUT Rent Rebate	-	6,356	-	6,356	-
Age UK / LBRUT Salary	-	5,345	-	5,345	6,681
Hampton Fund Charity Salary	-	4,500	-	4,500	9,000
Age UK / LBRUT Mileage	2,168	-	-	2,168	2,710
Donations, Fundraising & Interest	8,196	-	-	8,196	9,515
Outing Donations	210	-	-	210	2,000
Leaving Present	-	-	-	-	525
<b>Sub total (Gross income for AR)</b>	<b>10,574</b>	<b>18,403</b>	<b>-</b>	<b>28,977</b>	<b>32,633</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,574</b>	<b>18,403</b>	<b>-</b>	<b>28,977</b>	<b>32,633</b>
<b>A3 Payments</b>					
LBRUT Rates	-	2,202	-	2,202	2,202
LBRUT Rent	-	7,159	-	7,159	-
Salary, Tax, NI, Pension	-	10,306	-	10,306	11,217
Mileage	927	-	-	927	733
Publicity & Newsletter	413	-	-	413	1,336
Office, phone, insurance, DBS	4,111	-	-	4,111	2,965
Staff, pension, volunteer costs & parking	803	-	-	803	1,053
Outings	1,420	-	-	1,420	650
Leaving Present & Garden Project	-	-	-	-	14,538
<b>Sub total</b>	<b>7,674</b>	<b>19,667</b>	<b>-</b>	<b>27,341</b>	<b>34,694</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,674</b>	<b>19,667</b>	<b>-</b>	<b>27,341</b>	<b>34,694</b>
<b>Net of receipts/(payments)</b>	<b>2,900</b>	<b>- 1,264</b>	<b>-</b>	<b>1,636</b>	<b>- 2,061</b>
<b>A5 Transfers between funds</b>	<b>- 803</b>	<b>803</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>17,246</b>	<b>4,964</b>	<b>-</b>	<b>22,210</b>	<b>24,271</b>
<b>Cash funds this year end</b>	<b>19,343</b>	<b>4,503</b>	<b>-</b>	<b>23,846</b>	<b>22,210</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank account	2,770	-	-
	Savings account	16,497	4,503	-
	Cash	76	-	-
	<b>Total cash funds</b>	<b>19,343</b>	<b>4,503</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK



Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Christopher Bligh	25/04/2022
	Hugh Patterson	25/04/2022



Section A

Independent Examiner's Report

Report to the trustees/ members of

WHITTON NETWORK

On accounts for the year ended

31<sup>st</sup> March 2022

Charity no (if any)

1117627

Set out on pages

1

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2022

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Richard Hurde*

Date:

10/4/2022

Name:

RICHARD HURDE

Relevant professional qualification(s) or body (if any):

Address:

93 MEADWAY  
TWICKENHAM  
TW2 6PL

**WHITTON NETWORK**

England & Wales - Charity number 1117627

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# Accounts

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# Trustees' Annual Report for the period

Period start date			Period end date				
<b>From</b>	<b>01</b>	<b>April</b>	<b>2020</b>	<b>To</b>	<b>31</b>	<b>March</b>	<b>2021</b>

## Section A Reference and administration details

Charity name

**WHITTON NETWORK**

Other names charity is known by

Registered charity number (if any)

**1117627**

Charity's principal address

1 Library Way  
Whitton  
  
**Postcode** TW2 7AP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Hugh Patterson	Chair		Charity members at an AGM, or the Trustees if a vacancy occurs during the year
2	Sheila Wookey	Secretary		
3	Christopher Bligh	Treasurer		
4	Frances Grant			
5	Michael Kerlake			
6	Jenny Lowe			
7	David Willis			
8	Valerie Irvin			
9				
10				
11				
12				
13				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

Miss Ana Cavilla, Co-Ordinator

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees and officers are elected by the Charity's members at the AGM. The Trustees may appoint a trustee during the year.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>We are an independent charity; however, we form part of the London Borough of Richmond Upon Thames Council's Community Independent Living Services (CILS) which is outsourced to Age UK. AGE UK manage the grant payment to us on behalf of the borough and we provide quarterly reports back to AGE UK.</p>
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**Summary of the objects of the charity set out in its governing document**

To relieve the needs of elderly people, disabled people, one parent families and others in need, within the community of Whitton and Heathfield and the surrounding areas of Richmond upon Thames, by the provision of practical help, support, advice and care.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Our main activities are:

1. To provide free lifts for medical appointments, shopping, hairdressing and recreational pursuits
2. Befriending visits
3. Organising outings and an annual tea

A legacy, whose funds expired in November 2020, enabled us to provide a 'tidy up garden' service using a professional firm of gardeners.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity only employs one part-time member of staff, the Co-Ordinator, who supervises the office, takes on new clients and new volunteers and organises Outings.

All drivers and office staff are volunteers. We rely almost completely on the good will of unpaid volunteers, this last 12 months with the pandemic has been very challenging and we are grateful to the contribution both new and existing volunteers have made during this time.

**Summary of the main achievements of the charity during the year**

We have just over 300 clients, on our database which is slightly up from 295 last year. This takes into account some gains from the 'lockdown' period and some losses due to Covid-19; moving in with families, moving into care homes and unfortunately losing some of our older clients.

This year was unlike previous years due to the impact of the pandemic. However, overall, we still managed to achieve some 894 engagements provided to 80 of our clients, down compared to the 1033 engagements to 123 clients last year.

- 130 of these were medical appointments attended by 43 clients
- 2 lifts for recreational purposes for 2 clients,
- 277 shops were delivered or provided for 32 clients, which was a significant increase from the previous year

Our Befriending service also grew during this year, although the vast majority of contacts were over the phone due to restrictions on face-to-face visits, but we undertook 485 visits and calls, and supported 29 clients.

We were unable to offer any outings or tea parties at all this year as we had to act within the government guidelines, so at the start of the lockdown our trustees called each and every client to touch base and offer our help and support.

The garden project was able to run with additional safeguards, and supported 23 households, from April 2020 through to October 2020, when the funds ran out and the project closed.

At Christmas we hand delivered cards and a small gift to every single of one our clients. This was very well received and gave us a chance to check in with people we'd not heard from for a while.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity maintains 3 months operating costs as unrestricted reserves.

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Both London Borough of Richmond upon Thames (through AGE UK) and the Hampton Fund grant us money to cover our Co-ordinator's salary and pension costs.

Our outings programme is funded by donations from organisations such as the Rotary Club, and we have had some legacies, and collections from funerals of regular clients and volunteers.

We do not charge our service users but their donations are used to cover some office expenses and we undertake some small-scale local fundraising too.

Being a small charity, our funds are held in cash at the bank.

## Section F

## Other optional information

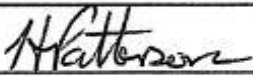

None

## Section G

## Declaration

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Hugh Patterson	Chris Bligh
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer

**Date** 10 | 12 | 2021



CHARITY COMMISSION  
FOR ENGLAND AND WALES

WHITTON NETWORK

11117627

**Receipts and payments accounts**

For the period  
from

Apr-20

To

Mar-21

CC16a

**Section A Receipts and payments**


Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

A1 Receipts	A2 Asset and investment sales, (see table).	A3 Payments	A4 Asset and investment purchases, (see table)	Sub total	Sub total (Gross income for AR)
LBRUT Rate Relief	-	2,202	-	2,202	2,202
Age UK / LBRUT Salary	-	6,681	-	6,681	6,681
Hampton Fund Charity Salary	-	9,000	-	9,000	9,000
Age UK / LBRUT Milieage	-	2,710	-	2,710	2,710
Donations, Fundraising & Interest	9,515	-	-	9,515	9,515
Legacy for Outings	2,000	-	-	2,000	2,000
Leaving Present	525	-	-	525	525
Sub total (Gross income for AR)	14,750	17,883	-	32,633	32,633
A2 Asset and investment sales, (see table).	-	-	-	-	-
Sub total	-	17,883	-	17,883	17,883
Total receipts	14,750	17,883	-	32,633	32,633
Sub total	-	-	-	-	-
A3 Payments	-	2,202	-	2,202	2,202
LBRUT Rates	-	11,217	-	11,217	11,217
Salary, Tax, NI, Pension	-	733	-	733	733
Milieage	733	-	-	733	733
Publicity & Newsletter	1,336	-	-	1,336	1,336
Office, phone, insurance, DBS	2,965	-	-	2,965	2,965
Staff, pension, volunteer costs & parking	1,053	-	-	1,053	1,053
Leaving Present	525	-	-	525	525
Outings	650	-	-	650	650
Garden Project costs	-	14,013	-	14,013	14,013
Sub total	7,262	27,432	-	34,694	34,694
Total receipts	14,750	17,883	-	32,633	32,633
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,262	27,432	-	34,694	34,694
Net of receipts/(payments)	7,488	9,549	-	2,061	2,061
A5 Transfers between funds	500	500	-	-	-
A6 Cash funds last year end	10,258	14,013	-	24,271	24,271
Cash funds this year end	17,246	4,964	-	22,210	22,210
Sub total	31,612	31,612	-	31,612	31,612



**WHITTON NETWORK  
Examiners Report**

I have examined the accounting documents of Whitton Network for the year 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021, and believe the Annual Accounts to be a true representation of their Income and Expenditure.



D. Clarke  
30th April 2021