

Charity No: 1135778

Company No: 6956009

**The Community Association for West Hampstead Ltd (CAWH)
(A Registered Charity & Company Limited by Guarantee)**

Trustee/Directors' Report & Financial Statements

For the year ended: 31st March 2022

CONTENTS

Legal and Administrative Information	3
Trustees' Report	4 - 14
Independent Examiners Report	15
Statement of Financial Activities	16
Balance Sheet	17
Notes to the Accounts	18-25

LEGAL AND ADMINISTRATIVE INFORMATION
For the year ended 31 March 2022

TRUSTEES

Pauline Cheeseman, Chair
Virginia Berridge, Vice-Chair
Miles Seaman, Treasurer
Sharon Hardwick, Secretary
Sally Bowman
Lorna Greenwood, appointed 12.11.21
Pranay Hariharan
Rev Jonathan Kester resigned 11.08.22
Jon Kirkwood, resigned 26.04.21
Cllr Nazma Rahman
Flick Rea
David Richards
Fatima Pooya, resigned 13.09.21

CHARITY NUMBER

1135778

COMPANY NUMBER

6956009

DATE OF REGISTRATION

4 May 2010

REGISTERED OFFICE & PRINCIPAL OPERATIONAL ADDRESS

17 Dornfell Street
London
NW6 1QN

CHIEF EXECUTIVE/MANAGER

Anna Clancey, Manager to December 2021
Karen Fraser, Manager from January 2022

INDEPENDENT EXAMINER

Kathleen Moss ACMA, CGMA
48 Lawn Terrace
London
SE3 9LP

BANKERS

Co-operative Bank	Scottish Widows
PO Box 250	PO Box 12757
Skelmersdale	67 Morrison Street
WN8 6WT	Edinburgh
	EH3 8YJ

STRUCTURE, GOVERNANCE & MANAGEMENT

The Trustees present their report with the financial statements of the charity for the period ended 31 March 2022. This is a directors' report required by s417 of the Companies Act 2006. The financial statements comply with current statutory requirements and the requirements of the Memorandum and Articles of Association.

CAWH Organisational Structure & Board of Trustees

The managing body is the Board of Trustees which is elected annually at the Annual General Meeting. They oversee the vision and direction of the Association for public benefit. The managing document is the Articles of Association. The Board of Trustees consists of up to twelve members including the Chair, Vice-Chair and Treasurer. The Board is able to make three co-options. At the end of the year, a strong team of eleven Trustees was in place with skills including finance, human resources, marketing, governance, and community development.

The Board of Trustees has met 8 times during this financial year. A Finance & General Purposes Committee (F&GP) oversees in closer detail aspects of the organisation including finance and fundraising. A Funding Strategy Group has met monthly, and trustees have been active in helping staff with funding applications, marketing, and setting up and running up local fundraising initiatives.

There have been a number of changes of staff throughout the year. Two staff were made redundant as their funding had come to an end: the Intergenerational Worker in September 2021 and the Men's Engagement Worker in December 2021. Our able Manager was forced to resign on grounds of ill health in December 2021, and there were two changes of Administrator. At the end of the year, we have a new keen Manager and Administrator plus a Children and Young People's Coordinator, all part-time, who run our services together with a team of sessional workers.

The Trustees delegate the effective day to day running of the Association and resources to the Manager. She supervises the staff, sessional workers, self-employed contractors and volunteers to develop and deliver activities and services.

There is a comprehensive range of policies and procedures which ensure the effective running of the Association and that legal and statutory requirements are met. During the year, Organisational Procedures have been reviewed and strengthened, and Human Resources, Health and Safety and Safeguarding Policies are undergoing a review. The Business Plan was also updated.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risk is assessed on all aspects of the Association from human resources, financial management, health and safety as well as other areas of governance.

The Covid19 pandemic resulted in a severe loss of income from hall hire and charges for activities. Trustees and staff sought ways to keep the organisation viable, by furloughing staff who were not able to run their projects, applying for grants, and seeking new local income sources through running events and setting up a local lottery. The Reserves Policy was adjusted: in view of the fact that CAWH has no regular income, it was agreed to maintain £50,000 of unrestricted funds.

All banking accounts are in the name of the Association and the Association continues to adhere to good financial practice and compliance with associated Charity and Company Law. In the event of the Association closing, any unspent funds shall be returned to the Associations or individuals from whom they were initially given or donated to another Association with similar purposes as approved in consultation with the Charity Commission.

TRUSTEES/DIRECTORS' REPORT

For the year ended 31 March 2022

OVERVIEW

2021-22 saw the beginning of CAWH's recovery from the Covid pandemic. The Community Centre reopened after the second lockdown on 12 April, with the necessary health and safety precautions in place. Initially staff continued to work partly from home. CAWH classes and community events continued on Zoom for some months, and new activities aimed at informing, entertaining and maintaining contact with the community, were developed. From September 2021 classes gradually moved to meeting in person. Hirers were understandably reluctant to restart face to face activities, and take up of hall hire was slow, but by the end of the year, a healthy programme of activities was being run in the centre.

Funding for our two main projects: CANDY (Children and Young People, and the Keeping Well Together programme for older people, had ceased, and income from hall hire and classes was greatly reduced. Staff and trustees embarked on a major fundraising programme with applications made to Camden Council, trusts and charities and further developed our own local fundraising endeavours. At the end of the year we had eaten into reserves, but were confident we were on the way to making the future secure.

CAWH appointed a first Patron in 2021, actor Michael Simkins, who is helping to raise CAWH's profile and support fundraising initiatives.

OBJECTIVES & ACTIVITIES

The Association's purposes as set out in the objects contained in the Association's Articles of Association are to:

- promote the benefit of the inhabitants without distinction of sex, sexual orientation, age, disability, nationality, race, political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and well-being 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;
- establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;
- promote such other charitable purposes as may from time to time be determined.

The Charity shall be non-party in politics and non-sectarian in religion. The area of benefit shall be West Hampstead and the neighbourhood.

To further the purposes of the organisation, the Association is committed to building a thriving and vigorous community programme and community centre to benefit the people of West Hampstead; to improve the life and health of all the community in the area by drawing on the resources of local residents and organisations; and to work in partnership to develop voluntary activity in the community.

CAWH has objectives that ensure we meet our aims and these are reported on under the Review Section. The Trustees review the aims, objectives and activities of the Association annually, taking into account the Charity Commission's guidance on public benefit.

PREMISES

CAWH occupies premises on the upper floors of 17 Dornfell Street, West Hampstead, known as the West Hampstead Community Centre. The Association has a 20-year lease, granted by Camden Council in January 2017, to occupy and use the Centre, and pays rent of £5,500 a year. The Council continues to maintain and service the property and a quarterly service charge is paid, which includes gas and electricity. During 2021-22, Covid support from Camden Council included a reduction in rent, and freezing of business tax.

CAWH is restricted in its available physical space. This has knock-on effects for the range and amount of activity provision that can be offered. The Community Centre Hall has a capacity of 40 people seated, and is normally heavily used by a wide range of beneficiaries and third parties from toddlers to elderly, for social events, educational and recreational classes, workshops and parties. Space is hired from other organisations to run larger classes and events.

FUNDING and FUNDRAISING

CAWH has been diversifying its funding profile since the Council ceased funding the charity in 2012. CAWH's income comes from a range of sources: trusts and foundations, hall hire, charges for activities, donations from other groups and individuals, fundraising events from our community events, sales of promotional materials, and from individual tutors and volunteers who run activities year in, year out to benefit the local community. The generation of income from hall hire to third party tutors and groups offering classes for the community has consistently been at a level of up to 25K for the past few years. Due to the pandemic, in 2021-22 this was reduced to a little over £8,000.

Trustees and staff ran a number of well attended community events with a small charge: Zoom talks, walks and Quizzes, which raised much needed income. A CAWH 101 Club was initiated run by a volunteer: this is a monthly lottery where members pay £5 a month to be entered into a monthly draw of £60. At the end of the year, there were 40 members, generating £1680 a year. Thanks to support from Camden Council who froze business tax and part of the rent, and supported us with Recovery grants; Community Infrastructure Levy funding from our local councillors; funding from charitable trusts; donations from supporters, and our own local efforts, CAWH ended the year in the black. However, it was necessary to dip into reserves.

Re project funding, it has been difficult to raise longer term funds for our work with older people, as many charitable funds have been directed to the Covid response. One off funding of £8000 from Garfield Weston Foundation has supported our Keeping Well Together older people's programme, and £10,000 from Hampstead Wells and Campden Trust will be carried forward as match funding. A grant from Age UK Camden (Ageing Better in Camden) of £10,000/year over 2 years to develop our work with older men, was extended until December 2021. A 3-year grant from John Lyon's Charity for activities for CANDY, our children and young people's project, was due to end in April 2021, but was extended until August 2021. An award of £10,000 from Awards for All, has enabled us to fund the project for a further year.

At the end of the year, CAWH is in need of substantial funds to support our core work of supporting an increasingly ageing population, providing free and low-cost activities, and targeting those most at disadvantage through poverty or other physical, social or emotional challenges. The results of fundraising applications are awaited, and further fundraising will be essential with a focus on grants over three or four years to provide stability and sustainability. We are entering into dialogue with Camden Council with the hope of receiving more regular support in the future.

PUBLIC BENEFIT

In setting our objectives and planning our activities, the Board of Trustees gives careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit.

REVIEW OF ACTIVITIES & ACHIEVEMENTS

This year has seen the delivery for public benefit of activities and achievements against the 10 key objectives in our business plan.

Objective 1. Reduce isolation: promote local inclusion, cohesion and a sense of community for public benefit.

CAWH aims to create a warm, welcoming environment for the whole community with opportunities for friendship by engaging with others, learning new skills, and demonstrating and celebrating achievements. Our key target groups are older people, particularly those isolated or housebound, and children and young people, but CAWH exists for the benefit of the whole community.

Keeping Well Together for Over 60s

Although the project had no dedicated staff, the Manager and trustees provided a regular and varied programme of activities for the over 60s. As a result of an online survey, new Zoom classes of 5 and 6 sessions were provided on Smartphone Photography, and Gardening. A weekly in person Line Dancing class started in November, and drew in 12 new members. The Art class continued initially on Zoom, and a special 6-week Art course was run in the summer of 2021. Dance for Fitness was so popular it ran over two sessions a week: one class moved in-person in September: the other continued on Zoom with a weekly members' chat session for the 25 participants. A Zoom coffee morning provided an opportunity for the whole community to meet up and chat about issues of interest. A new volunteer led French Conversation class started in January 2022.

Men's Engagement Project

A key response to the Covid lockdowns was the 'Keep in Contact' telephone call service: the project worker initially spoke weekly with over 12 men hesitant to restart social contact in person, providing companionship and information, and discussion and quizzes on topics of interest. Bike riding sessions were organised in Regents Park in partnership with the West Euston Partnership, and ran in tandem with bench-to-bench walks around West Hampstead.

A new venture was a 'drop-in' in partnership with the local church, offering companionship over card games, chat and tea. This attracted women as well as men.

Unfortunately, the Men's Engagement programme had to end in December due to project funding running out.

The Men's Exercise class continued on Zoom, and in person from January 2022.

Picture Windows Art Trail

Artists in West Hampstead were celebrated in October when they exhibited their work in windows of their homes and in shop windows throughout the area. 45 artists took part and the event was filmed by a local film maker. Many viewers walked the streets to see the art, and expressed their feelings that it brought a sense of community and belonging. The organisers and film maker were all volunteers.

The Platform 1 Sunshine Garden

A group of volunteers has ably maintained the Sunshine Garden at West Hampstead Thameslink station throughout the Covid pandemic. There are now four large planters on Platform One, designed by a team of volunteers, and supported by Thameslink, Veolia, and the Mill Lane Garden Centre for people with learning difficulties.

The planters are valued by commuters and station staff, and there has been a request for further planters.

Film Club

Covid constraints led to a cessation of the Film Club for a time, but it resumed in the autumn. CAWH is looking for a new volunteer to run the Club, which focusses on films with a local interest.

CANDY PEOPLE – Children and Young People Project

CAWH's CANDY Organiser, supported by a team of sessional workers, ran a lively and fun programme of low-cost activities throughout the year in spite of the difficulties resulting from Covid. To comply with UK Covid restrictions, the Easter programme offered three types of activities: online (Arts & Crafts and Cook Along sessions), outdoor (football and cycling) and Nature Kits (Grow your own Veg and Make Wildflower Seedballs), which had been a huge success over the winter. A Photographic Treasure Hunt through West Hampstead encouraged families to spend time outdoors and discover the local area.

After school activities were still offered online in May but from June onwards, CANDY was able to welcome families back to the West Hampstead Community Centre. The June Half Term activities focused on Arts and Crafts, with Block and Lino Printing, Making Clay Pots and Basket Weaving. Half-terms in October and February 2022 expanded the programme with Modern Dance, and Watercolour painting.

CANDY's extensive summer programme included a 3-day cycling workshop for different ability groups, Football, Drama, Glass Painting, Collage Making, Making Clay Dragons, Painting Plant Pots and Sowing Summer Salads and Story & Rhyme sessions for the under 5s.

The After School Club at West Hampstead Primary School was resumed in September 2021, and CANDY ran three Arts & Crafts sessions per week to different 'bubble' age groups, plus one weekly dance session from November.

Three highly attended family film afternoons were enjoyed at the Community Centre before Covid numbers shot up again with the spread of the Omicron variant.

Objective 2. Enhance people's access to self-development opportunities and therefore improve people's employment opportunities.

CAWH welcomes volunteers to help with a wide range of services: running classes, helping with marketing and publicity, supporting the Platform One garden project, running social events, which enhance their confidence and skills. We were able to offer work experience to young teenagers during the children's summer scheme which they enjoyed immensely and said it gave them a sense of achievement.

Objective 3. Improve access to advice, support and advocacy.

People continued to be signposted to a wide range of services depending on their particular need. Services this year have included; One Step for financial management advice, Citizens Advice Bureau, Age UK Camden, and our neighbouring Community Centres and organisations. The main areas where people have needed advice have been finance, help with their property, caring for their aging parents and health related issues.

Objective 4. Provide meeting space and support for voluntary and community groups.

The Community Centre continues to be a well-loved community resource offering space to support and in partnership with local community organisations including WHeart support group, Residents' Associations, and religious groups. This is in addition to regular hall hire to groups and individuals.

Objective 5. Facilitate and support leisure, recreation, education, social welfare and healthy living services and activities for public benefit.

The themes of healthy living, exercise, and promotion of wellbeing underpin all CAWH's programmes and activities.

Classes and Activities

CAWH provides a wide variety of activities for all the community, both directly and through providing a base for independent tutors to run classes. These have ranged from Aikido, Art, Drama, Pilates, Watercolour Painting, Yoga, Photography, Zumba classes, Keep Fit to Chi Gong and many more. This year, CAWH directly ran 10 low cost/free activities each week for public benefit, including the Keeping Well Together project activities, of which well over a hundred places for adults have been offered.

Community Events

The community engagement initiative, previously called GoWestHampstead, was initiated by trustees and run with the help of volunteers. It has continued to provide well-attended fun and social opportunities to adults and children across the multi-ethnic community through its monthly programme of Zoom talks and Quizzes, in person walks around Hampstead Cemetery and West Hampstead, and talks given by local actors, gardeners, and historians.

These low-priced inclusive events bring in a small but valuable income to the organisation.

Newsletter

CAWH's fortnightly on-line Newsletter, which was initiated and well received in lockdown, continues to inform over 900 supporters of activities both run by CAWH and other local groups, and inform on matters of interest.

Publicity and Marketing

CAWH aims to reach out to as many people as possible and has greatly improved its publicity. A termly programme of classes and events is now published and distributed throughout West Hampstead by a local estate agent, who also pay for banners displaying CAWH's activities which are hung at key sites in the area.

The web-site is in the process of improvement.

Objective 6. Promote and support community led activity and act as a community anchor.

This year the Community Association has supported local volunteers to develop new classes and activities that are offered free or at low cost to the community for public benefit. Resources such as access to tables and equipment at cost continue to be available to local community groups and individuals. CAWH has strengthened its partnerships with other local organisations such as Kilburn Older Voices Exchange, Age UK Camden, Mill Lane Garden Centre, Emmanuel Church, Sidings Community Centre, O2 Centre, schools, estate agents, the statutory sector and local enterprise for public benefit.

Objective 7. Respond to the desires and needs of local people and seek to provide such services as may be required.

We continue to gather the views of people using the services through questionnaires, one to one feedback, interviews and collation of comments. Volunteers have maintained their involvement and led activities or undertaken consultation exercises.

Objective 8. Establish, manage and continually develop a community centre in furtherance of these objectives.

Throughout Covid, we tried to make our amenities as safe and available to the community as possible. Our hall and kitchen continue to deliver our charitable activities for the community and generate income through hall hire. Because of limited space in the Community Centre, larger venues in West Hampstead were hired to run activities such as Zumba.

Objective 9. Ensure the centre becomes more environmentally sustainable and works to reduce the carbon footprint both of its premises, activities and those of the wider community which it serves.

This theme continues to underpin our work as we seek ways to reduce our footprint and impact on the environment: e.g. by purchasing recycled paper goods, actively recycling, using environmentally friendly cleaning products for the centre and drawing on local providers and suppliers where possible. CAWH subscribes to a Scrap Recycling project for materials for classes and recycle of furniture used at the centre.

Objective 10. Fundraising in furtherance of these activities.

Our main strategy this year has been to apply for funding to develop our work with older people, children and young people, and to support the core costs of the organisation. We particularly need funding for project organisers. We continue to try to diversify our range of Trust and Foundation funding, building on our track record. We are particularly keen to obtain longer term funding to provide stability and sustainability. More information on our fundraising can be found in the Funding Section of the Report.

As a result of Covid, our hall hire income was considerably reduced in 2021-22, and we are working hard to build it up again. Classes run by CAWH need to break even or generate additional income. Local fundraising has been mainly undertaken through sale of marketing goods, charges for community events and a new lottery, CAWH's 101 Club.

FUTURE DEVELOPMENTS & PRIORITIES

Building on progress made last year, tasks identified under each key objective heading for the next twelve months are:

Key Objective 1 Reduce Isolation and Build Community Spirit:

Maintain and develop the Keeping Well Together project programme, and as funding allows, to start new engaging ventures eg carpentry course, community gardening opportunities

Run a second Adult Art Trail to celebrate creativity in the West Hampstead area.

Celebrate the Platinum Jubilee in June 2022 with a Children's Art Trail and film, and Tea Party.

Provide low-cost or free children's activities to enable West Hampstead's less well-off families to take advantage of them

Develop services for young people transitioning from primary to secondary school through provision of Drama Workshops, in partnership with the Central School for Speech and Drama, and West Hampstead and Hampstead Schools

Key Objective 2 Promote Access to Self-Development Opportunities: Continue the themes of promotion of health and well-being throughout for public benefit and continue to offer opportunities for people to develop their skills and pursue their interests.

To offer a work experience programme to the local secondary school.

Key Objective 3 Improve Access to Advice Services: Continue to liaise with CAB and Age UK Camden to provide advice locally as needs arise

Key Objective 4 Provide Meeting Space: Support activities which bring the multi-ethnic community together and celebrate the diversity of the community. Actively promote the availability of CAWH's hall for hire, and continue to seek more spacious premises.

Key Objective 5 Facilitate Educational and Recreational Services: Ensure the maintenance of activities in community venues and partnerships. CAWH to run 10 activities directly at any one time across venues and age ranges.

Key Objective 6 Promote Community Led Activity: To recruit new volunteers, taking advantage of the huge volunteer response to the Covid19 crisis, particularly of younger people. To increase the involvement of volunteers in all stages of design and delivery, Expand the range and breadth of volunteering roles within CAWH including the recruitment of Trustees to join the Board.

Key Objective 7 Respond to Need: Maintain systems and structures to support the work in the community by continuously improving consultation, monitoring and evaluation procedures, and recording of outcomes

Key Objective 8 Maintain a Community Centre:

Continue to seek more spacious premises; pursue link with Landsec and a potential new centre in the O2 development.

To maximise use of the Community Centre

Support the involvement of all staff and tutors in the maintenance of the community centre through training or development opportunities and reminders of good Health & Safety practice

To review all policies and procedures to ensure CAWH continue to offer high quality, safe services. To adhere strictly to safeguarding rules and good practice in the centre.

Key Objective 9 Ensure Environmental Sustainability: Continue to identify ways of demonstrating our commitment to reducing our carbon footprint.

To invite the Restart electrical repair service to resume running repair 'parties' to save appliances from waste, and encourage recycling.

Key Objective 10 Fundraising: To secure project funding to continue the work with our growing population of 60+ people who may be at risk of isolation, for children and young people's services and to support our core work. Continue to diversify our funding streams with Trusts and Foundations and implement the fundraising strategy. Pursue future funding opportunities with Camden Council; potential core funding through the Strategic Partnership, and project funding through development monies. To vigorously pursue our local fundraising programme.

FINANCIAL REVIEW

CAWH's total income in 2021-22 was £76,260, and expenditure £79,305, leaving a deficit of £3,045 which was met from reserves. Funds carried forward are £70,291, of which £17,494 is restricted income devoted to CANDY Children's project and the Keeping Well Together programme. This leaves £52,757 in unrestricted reserves, in line with CAWH's Reserves Policy.

This was another challenging year for CAWH as a result of the Covid pandemic and resulting loss of income, particularly from hall hire. CAWH has been fortunate in obtaining funds from donors who have supported the charity, and kept it afloat in this year of recovery. The charity is particularly grateful to the Garfield Weston Trust, Hampstead Wells and Campden Trust, Camden Council and Ward Councillors, Awards for All, John Lyons Trust, and the national furlough scheme for their support. During the year, several local activities were initiated by trustees and volunteers which raised funds, including talks and quizzes, and a CAWH 101 Club lottery.

Looking forward, in order to continue to provide our vital services, it is essential that we raise further longer-term income. As CAWH receives no regular income, 2022-23 will be a critical year: fundraising will focus on securing 3-to-4-year project funding for our older people's and children's work, and to support core costs,

Reserves Policy

In view of the fact that CAWH has no regular income, CAWH aims to maintain £50,000 of unrestricted funds in reserve.

The policy is reviewed annually based on changing circumstances. The Reserves Policy outlines how any Reserve will be used, invested or allocated by the Trustees. The policy is due to be reviewed in 2022.

Investment policy and performance

The organisation aims to invest monies not immediately required for its own purposes in or upon such investments, securities or property as may be fit. At the present time the trustees' policy is to maintain all monies on deposits earning a market rate of interest, which were very low over this period.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company and Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the incoming resources and application of resources, including the income and expenditure, of the Association for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Association's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Provision of information to independent examiners.

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's independent examiners are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the Association's independent examiners in connection with preparing their report and to establish that the Association's independent examiners are aware of that information.

APPROVAL

This report was approved by the Board of Trustees on and signed on its behalf by:

Pauline Cheeseman - Chair

Pranay Hariharan - Treasurer

ACKNOWLEDGEMENTS

We would like to thank the following funders, organisations, groups and individuals for their support and assistance:

Ageing Better in Camden (Age UK Camden)
Awards for All
British Museum
Camden Council
Central School for Speech and Drama
Dutch and Dutch estate agents
Emmanuel Church
Garfield Weston Foundation
Govia Thameslink
Hampstead School
John Lyons Charity
Kilburn Older Voices Exchange
Landsec 02 Centre
Local Giving (Magic Little Grants)
Mill Lane Garden Centre
Of Butterflies and Bees community gardening project
Peter Coles
Sington Nursery (Camden Community Nurseries)
The Hampstead Wells and Campden Trust
The London Community Foundation
Veolia
Voluntary Action Camden
West Euston Partnership
West Hampstead Primary School
WHeart Group

We would like to thank each and every single volunteer who contributed to the community in the past year. The following people have made a significant contribution: Geoff Berridge (CAWH 101 Club), Anna Bowman (film of Art Trail), Sally Bowman (WHeart), Maite Dehlinger (French Conversation), Janet Fraser (Publicity), Simon Hoten (Yoga), Ian Long (Film Club), Sue Richards (Art Trail), and Babs Sargeant (Quiz), as well as trustees who all give their time freely in many different capacities. Thank you also to the Sunshine Garden volunteers, particularly Gillian Edwards, Celine Castelino and Tracey Shackle. Our volunteer speakers and guides have been invaluable: Richard Burdett, Ian Bury, Peter Coles, Marianna Colloms, Catherine Horwood, Rhona Levene, Michael Simkins, Eilis Tobin from West Hampstead Welcomes, Mary Tucker, and Dick Weindling

We thank all our Tutors who run a fantastic range of fun and valuable activities to a high standard for the community and for always giving 110%, including, Sabrina Henry Simon Hoten, Andrea Morreau, Mark Sanders, Maria Sarcina, Emma Weir.

A big thank you to the fantastic CAWH staff team, and everyone else who has been involved, participated in activities and supported us during the year!

INDEPENDENT EXAMINER'S REPORT

To the Trustees of The Community Association for West Hampstead Ltd

I report on the accounts of The Community Association for West Hampstead Ltd for the year ended 31st March 2022 which are set out on pages 16 - 25

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Date

Kathleen Moss ACMA, CGMA
Kathleen Moss Ltd
48 Lawn Terrace
London
SE3 9LP

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

Statement of Financial Activities
(including Income and Expenditure Account)
For the year ended 31 March 2022

		Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Income from:	Notes						
Donations and legacies	2	£ 2,375	-	£ 2,375	1,429	-	1,429
Charitable activities	3	£ 37,259	£ 35,992	£ 73,251	36,113	38,480	74,593
Interest received	4	£ 634	-	£ 634	-	-	-
Other							
Total income		£ 40,268	£ 35,992	£ 76,260	37,542	38,480	76,022
Expenditure on:	5						
Raising funds		£ 6,330		£ 6,330	6,060		6,060
Charitable activities		£ 41,775	£ 31,200	£ 72,975	33,408	32,053	65,461
Other expenditure				-			-
Total expenditure		£ 48,105	£ 31,200	£ 79,305	39,468	32,053	71,521
Net income for the year	6	(£ 7,837)	£ 4,792	(£ 3,045)	(1,926)	6,427	4,501
Reconciliation of funds							
Total funds brought forward		£ 60,634	£ 12,702	£ 73,336	62,560	6,275	68,835
Total funds carried forward		£ 52,797	£ 17,494	£ 70,291	£ 60,634	£ 12,702	£ 73,336

The above is derived from continuing activities. There were no other recognised gains or losses, other than those stated above. Movements in funds are disclosed in Note 12 to the financial statements.

The notes on pages 18-25 form part of these financial accounts.

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

**Balance Sheet
as at 31 March 2022**

	Note	<u>2022</u>	<u>2021</u>
		£	£
Fixed assets			
Tangible Assets	8	-	107
Current assets			
Debtors	9	1,717	480
Cash at bank and in hand		73,385	77,708
		<hr/>	<hr/>
		75,102	78,188
Creditors: Amount falling due within one year	10	4,811	4,959
		<hr/>	<hr/>
Net current assets		70,291	73,229
		<hr/>	<hr/>
Total assets less current liabilities		70,291	73,336
		<hr/>	<hr/>
Net assets	11	70,291	73,336
		<hr/>	<hr/>
The funds of the charity:	11		
Restricted Funds	12	17,494	12,702
Unrestricted Funds	12	52,797	60,634
		<hr/>	<hr/>
Total charity funds		70,291	73,336
		<hr/>	<hr/>

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with sections 386 and 387 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Trustees on _____

and signed on their behalf by:

.....

Pranay Hariharan, Treasurer

Director and Trustee

Charity Registration No. 1135778

Company Registration No. 06956009

The notes on pages 18-25 form part of these financial accounts.

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

Notes to the financial statements for the year ended 31 March 2022

1 Accounting Policies Statutory information

The Community Association for West Hampstead is a charitable company limited by guarantee and is registered in England and Wales. The registered office address, and principal place of business, is West Hampstead Community Centre, 17 Dornfell St, London, NW6 1QN. The functional currency of the charitable company is sterling.

Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

Going Concern

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

The charitable company can comfortably operate based on confirmed funding with sufficient unrestricted reserves at 31st March 2022 of £52797

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Income

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charitable company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charitable company that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

Gifts/intangible income

Donated professional services and donated facilities are recognised as income when the charitable company has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.

Expenditure on charitable activities includes the costs of delivering services and other activities undertaken to further the purposes of the charitable company and their associated support costs.

Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Fixed Assets

Tangible fixed assets are stated at cost less depreciation.

All tangible assets with a purchase price of greater than £250 are capitalised.

Depreciation

Depreciation is provided at rates calculated to write off the cost, less residual value, over their expected useful life as follows:

Fixtures & fittings	33% straight line
Office equipment	33% straight line

Operating lease agreements

Rental charges are charged on a straight line basis over the term of the lease.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

Creditors and provisions

Creditors and provisions are recognised where the charitable company has 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 due.

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

The charitable company recognises its liabilities under auto enrolment. The staging date was Oct 2016 and the charitable company has enrolled in the government backed NEST pension scheme.

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

	Unrestricted	Restricted	Total	
	£	£	2022 £	2021 £
2 Donations and legacies				
Donations	2,375	-	2,375	1,429
Donations and legacies - prior year comparative			2021 £	
	£	£	£	
Donations	1,429	-	1,429	
	£1,429	-	£1,429	
3 Income from charitable activities			2022 £	2021 £
Services to benefit inhabitants	£	£	£	£
Grant income				
The National Lottery Community Fund	-	9,992	9,992	-
Hampstead Wells and Campden Trust	-	10,000	10,000	5,000
London Borough of Camden	13,000	-	13,000	15,000
Age UK Camden	-	7,500	7,500	10,000
Covid Job Retention Scheme Grant	1,490	-	1,490	8,895
Garfield Weston Foundation	-	8,000	8,000	
Magic Little Grant	-	500	500	-
	£14,490	£35,992	£50,482	£57,395
Activities for generating funds				
Hall hire	11,552	-	11,552	1,330
Income from fundraising	4,121	-	4,121	1,829
Charges for activities	7,096	-	7,096	4,059
	£22,769	£0	£22,769	£7,218
Total income from charitable activities	£37,259	£35,992	£73,251	£64,613
3 Income from charitable activities - prior year comparative			2021 £	
Services to benefit inhabitants	£	£	£	
Grant income				
BIG lottery Keeping Active	-	-	-	
BIG lottery Covid Response	-	9,980	9,980	
Hampstead Wells and Campden Trust	5,000	-	5,000	
John Lyons Charity	-	18,500	18,500	
London Borough of Camden	15,000	-	15,000	
Age Concern	-	10,000	10,000	
Covid Job Retention Scheme Grant	8,895	-	8,895	
Magic Little Grant	-	-	-	
	28,895	38,480	67,375	
Activities for generating funds				
Hall hire	1,330	-	1,330	
Income from fundraising	1,829	-	1,829	
Charges for activities	4,059	-	4,059	
	7,218	-	7,218	
Total income from charitable activities	36,113	38,480	74,593	
4 Investment income	£	£	2022 £	2021 £
Bank Interest	634	-	634	-

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

5 Analysis of expenditure

Expenditure represents the following direct and apportioned costs

	Costs of generating voluntary income	Charitable activities	Govern- ance costs	2022 Total	2021 Total
	£	£	£	£	£
Project/Activity costs	-	6,457	-	6,457	8,164
Staff costs	4,634	39,390	2,317	46,341	51,540
Freelance management	146	1,243	74	1,463	-
Freelance activity staff	-	10,079	-	10,079	-
Other staff costs	106	850	106	1,063	2,644
Premises costs	-	533	-	533	325
Rent /rates	760	6,465	380	7,605	3,463
Insurance	-	673	-	673	623
Office costs	314	2,670	157	3,140	1,735
Independent Exam	-	-	1,000	1,000	1,000
Support costs	18	321	18	357	1,146
Fundraising	352	-	-	352	65
Depreciation	-	107	-	107	216
Bad debt	-	135	-	135	600
	6,330	68,922	4,052	79,305	71,521
Of the total expenditure:	Unrestricted	Restricted	Total		
2022	48,105	31,200	79,305		
2021	39,468	32,053	71,521		

Analysis of expenditure - prior year comparative

Expenditure represents the following direct and apportioned costs

	£	£	£	2021 Total £
Project/Activity costs	-	8,164	-	8,164
Staff costs	5,154	43,809	2,577	51,540
Freelance staff	-	-	-	-
Other staff costs	265	2,116	265	2,644
Premises costs	-	325	-	325
Rent /rates	346	2,944	173	3,463
Insurance	-	623	-	623
Office costs	173	1,475	87	1,735
Independent Exam	-	-	1,000	1,000
Support costs	58	1,031	58	1,146
Fundraising	65	-	-	65
Depreciation	-	216	-	216
Bad debt	-	600	-	600
	6,060	61,303	4,159	71,521

6 Net income for the year

The net income for the year is stated after charging:

	2022 £	2021 £
Depreciation of tangible fixed assets owned by the Charity	107	216
Independent Examination of year ending 31st March 2022	1,000	1,000

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

7 Staff costs

Staff costs during the year were:	2022	2021
	£	£
Salaries and wages	45,533	50,737
Social Security costs	-	-
Pension costs	808	803
	<hr/>	<hr/>
	£46,341	£51,540
	<hr/>	<hr/>

The average number of employees during the year was as follows, all staff are part time:

	2022	2021
	No.	No.
Charitable activities	3.3	3.5
Support activities	1.0	1.0
	<hr/>	<hr/>
	4.3	4.5
	<hr/>	<hr/>

No employee received remuneration amounting to more than £60,000 in 2022 (2021 - nil).

No remuneration was paid to trustees in the year (2021 - £ nil).

No expenses were reimbursed to trustees in the year (2021- £nil).

The key management personnel of the charitable company included the Trustees and the Manager. The total employee benefits including employer's national insurance and pension contributions paid to key management personnel were £23,176 (2021 £22,002)

8 Tangible fixed assets

	Fixtures & Fittings £	Office Equipment £	Total £
Cost	6,409	5,078	11,487
Additions at cost	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2022	6,409	5,078	11,487
	<hr/>	<hr/>	<hr/>
Depreciation:			
Accumulated Depreciation at 1 April 2021	6,409	4,971	11,380
Charge for year		107	107
	<hr/>	<hr/>	<hr/>
At 31 March 2022	6,409	5,078	11,487
	<hr/>	<hr/>	<hr/>
Written Down Values:			
At 31 March 2022	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2021	-	107	107
	<hr/>	<hr/>	<hr/>

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

9	Debtors		2022	2021
	Due within one year:		£	£
	Prepayments		577	480
	Accrued income		-	-
	Other debtors		1,140	-
			<hr/>	<hr/>
			£1,717	£480
			<hr/>	<hr/>
10	Creditors		2022	2021
	Amounts falling due within one year:		£	£
	Accruals		4,811	4,757
	Creditors		-	202
			<hr/>	<hr/>
			£4,811	£4,959
			<hr/>	<hr/>
11	Analysis of net assets between funds	Unrestricted Funds	Restricted Funds	Total Funds
		£	£	£
	Fund Balances at 31 March 2022 are represented by:			
	Tangible Fixed Assets	-	-	-
	Current Assets	57,608	17,494	75,102
	Creditors: Amounts falling due within one year	(4,811)	-	(4,811)
		<hr/>	<hr/>	<hr/>
	Total net assets	£52,797	£17,494	£70,291
		<hr/>	<hr/>	<hr/>
	Analysis of net assets between funds - prior year comparative	Unrestricted Funds	Restricted Funds	Total Funds
		£	£	£
	Fund Balances at 31 March 2021 are represented by:			
	Tangible Fixed Assets	107	-	107
	Current Assets	65,486	12,702	78,188
	Creditors: Amounts falling due within one year	(4,959)	-	(4,959)
		<hr/>	<hr/>	<hr/>
	Total net assets	£60,634	£12,702	£73,336
		<hr/>	<hr/>	<hr/>

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

12

Funds

Fund movements were as follows:

	At 01-Apr 2021 £	Incoming £	Outgoing £	At 31-Mar 2022 £
Restricted Funds				
Children's projects	12,702	9,992	(15,200)	7,494
Age UK Camden work with older men	-	7,500	(7,500)	-
Keeping Well Together for Over 60s	-	18,000	(8,000)	10,000
Platform One gardening project	-	500	(500)	-
Total Restricted Funds	12,702	35,992	(31,200)	17,494
Unrestricted funds:				
General funds	60,634	40,268	(48,105)	52,797
Designated funds				
Total funds	£73,336	£76,260	(£79,305)	£70,291

Funds - description

Children's projects

Children's Projects - provision of a range of activities at the community centre, after school clubs at Beckford Primary School and holiday workshops. All activities take place in the John Lyon's Charity area of benefit.

Age UK work with older men

Provision of activities for older men funded by Age UK through Ageing Better in Camden (ABC).

Keeping Well Together for Over 60s

Regular and varied programme of activities for the over 60s

Platform One gardening project

Funding to enable gardening on Platform 1.

Funds - prior year comparative

Fund movements were as follows:

	At 01-Apr 2020 £	Incoming £	Outgoing £	At 31-Mar 2021 £
Restricted Funds				
Children's projects	6,275	18,500	(12,073)	12,702
Age UK work with older men	-	10,000	(10,000)	-
Covid Response	-	9,980	(9,980)	-
Total Restricted Funds	6,275	38,480	(32,053)	12,702
Unrestricted funds:				
General funds	62,560	37,542	(39,468)	60,634
Designated funds				
Total funds	£68,835	£76,022	(£71,521)	£73,336

THE COMMUNITY ASSOCIATION FOR WEST HAMPSTEAD LTD.

13 Taxation

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity

14 Related parties

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

15 Capital commitments

At 31 March 22 the charitable company had no capital commitments (2021: nil)

16 Other commitments

At 31 March 22 the charitable company had no annual commitments under non-cancellable operating leases for office equipment.

The charitable company has renegotiated the renewal of the lease on the building with London Borough of Camden. A transitional funding arrangement is no longer in operation.

Lease expiring:	2022	2021
Within 1 year	5,500	5,500
2 to 5 years	22,000	22,000
More than 5 years	55,000	60,500

17 Contingent assets or liabilities

Nil

18 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

19 Ultimate controlling party

The charitable company was under the control of the Trustees during the period under review. There is no single ultimate controlling party.