

COMPANY REGISTRATION NUMBER: 06431882
CHARITY REGISTRATION NUMBER: 1140070

**Hampton & Hampton Hill Voluntary Care
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2025**

**Hampton & Hampton Hill Voluntary Care
Company Limited by Guarantee
Financial Statements
Year ended 31 March 2025**

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Hampton & Hampton Hill Voluntary Care
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Directors' Report)
Year ended 31 March 2025

The Trustees, who are also the Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

Chair's Statement

It is my pleasure to present this Chair's Report for the year ending 31st March 2025.

Although I have been in post for only six months, I am fortunate to build on the strong foundations laid by my predecessor, Anthony Nash and would like to recognise his contribution to the charity over several years and I have worked alongside a committed team of trustees, staff, and volunteers. Together, we have continued to steer the charity through a year of consolidation and challenge.

The challenge we encounter is similar to that of other charities in maintaining public awareness of our work in an increasingly crowded and competitive landscape of limited funding.

We remain focused in sustaining and developing the key role the charity plays in the community, that of reducing the impact of loneliness and social isolation by providing outreach services and a welcoming space to engage with others in activities, groups and having conversations with friends. Our women's and men's groups being particularly popular, along our outreach services of befriending, shopping and excursions, to support belonging and overcoming loneliness. Expanding services and extending our reach is an ongoing goal through building additional capacity and income.

As part of learning about the charity, I've spent time in the centre to see how the charity operates day to day. It has been valuable to see the staff in action, meet the people we support, and talk with volunteers who give their time so generously.

As a new Chair, I've been working closely with our CEO to begin an exciting piece of work focused on reframing the role of our trustees. The goal of this is to look together at exploring how the board can connect more deeply with the charity's values and play a more active, engaged role in driving forward our strategy and vision. This is an opportunity to strengthen our shared purpose and build a platform to unlock the full potential of the board in support of the charity's future. We value the support of the Cranfield Trust who are providing 'pro bono' consultancy to help with achieving our aims with this piece of work.

I would like to extend heartfelt thanks to everyone who has supported our charity this year: volunteers to our generous funders and the dedicated team. Your belief in our mission enables us to keep making a difference.



.....
Michael Horsley - Chair

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Reference and administrative details

Registered charity name	Hampton & Hampton Hill Voluntary Care
Charity registration number	1140070
Company registration number	06431882
Principal office and registered office	The Greenwood Community Centre School Road Hampton Hill TW12 1QL

The Trustees

Anthony Nash – Chair	(Retired 27 November 2024)
Michael Horsley – Chair	(Appointed 1 January 2025)
David Munby - Vice Chair	
Asoka Karandawala – Treasurer	
Maria Brent	(Retired 24 March 2025)
Wendy Jones	
Bryan Searle	(Retired 30 May 2025)
Bodhi Sato Liu	(Appointed 28 August 2024)
Victoria Ford	(Appointed 15 January 2025)
David Holt	(Appointed 21 May 2025)

Chief Executive Officer Robert McRae-Adams

Bankers CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling Kent
ME19 4JQ

Independent Examiner David Howard Accountants
5 The Square
Bagshot
Surrey GU19 5AX

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Structure, governance and management

Governing document

The company is a registered charity following the grant of charitable status by the Charity Commission on 27 January 2011. The governing document of the charitable company is its Memorandum and Articles of Association.

The principal objects of the charity are to promote and provide social services of a charitable nature for the benefit of our community with the aim of improving the conditions of life of the persons for whom the services are intended and of training them in the principles of good citizenship.

In the event of the charity being wound up, every member of the charity undertakes to contribute such amount as may be required (not exceeding £10) to the charity's assets for payment of the charity's debts and liabilities and the costs, charges and expenses of winding up; if a surplus remains after the charity is wound up, it shall be given to another charity or charities having similar objects including the prohibition of the distribution to its members.

Recruitment and Appointment of Management Committee

The Trustees of the charity are known as members of the Management Committee. Under the requirements of the Articles of Association the number of Trustees (to include Chair, Vice Chair and Treasurer) shall not be less than three and shall not exceed fifteen.

At each Annual General Meeting one third of Trustees who are subject to retirement by rotation shall retire from office; the Trustees to retire shall be those who have been longest in office since their last appointment or re-appointment. If the charity at the meeting at which a Trustee retires by rotation does not fill the vacancy, the retiring Trustee shall in normal circumstances, if willing to act, be deemed to have been reappointed. The Management Committee seeks to ensure that the needs of the charity are appropriately reflected through the diversity of the Trustee body.

Trustee Induction and Training

Trustees are recruited, inducted and trained, and carry out their responsibilities guided by advice provided by a number of umbrella organisations, for example, Richmond Council for Voluntary Services. The Board of Trustees is familiar with the practical work of the charity and Trustees have been inducted into their responsibilities by the Chair and the Chief Executive Officer.

The Board of Trustees is also encouraged to participate in the charity's objectives. Detailed financial and operational information is provided to the Trustees at each meeting and explanation of this is provided when a Trustee discloses that he/she does not understand the full implications of the information given. Trustees are aware of the various Charity Commission publications that can be obtained to assist them with their duties as Trustees.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Structure, governance and management *(continued)*

Risk assessment

The Trustees regularly assess the risks to which the charity is exposed, in particular those relating to the operations and finance. The Trustees are satisfied that systems, where practicable, are in place to mitigate exposure to the major risks.

Major risks of running the charity are:

Absence of sufficient and appropriate insurance

Appropriate insurance is in place to cover all aspects of the charity's operations including cover for public liability, employers' liability, building and contents.

Insufficient funding

Under our financial policy procedures, quarterly management accounts and comparison with budgets are prepared to ensure that there are sufficient funds in order for the charity to continue. The cash position is continually monitored. The charity would not take on any financial commitment without ensuring that there was adequate funding or reserves. The funding of the charity is reliant on the financial support of Hampton Fund, the London Borough of Richmond upon Thames (via Age UK Richmond), funding through the Community Independent Living Scheme, grants from other funders and income from the lettings of the hall and rooms at The Greenwood Community Centre. The Trustees and senior management are closely involved in consultation meetings to discuss future sources of funding. We are constantly seeking new hirers for the hall and rooms at The Greenwood Community Centre to ensure that the income stream from this activity remains sound and contributes a significant amount to the costs of running the charity.

Fall in the number of volunteers

Trustees and management are always seeking new volunteers since age or infirmity can prevent existing volunteers from continuing to provide services to the charity. New volunteers are sought via our website, through postal campaigns and by networking in the community.

Organisational Structure

The Board of Trustees is responsible for the strategic direction and policy of the charity. At present, the Board of Trustees comprises members from a variety of professional backgrounds and several members who are regularly involved in the activities of the charity.

The charity has one full time member of staff known as the Chief Executive Officer, who is responsible for the operational performance of the charity. Three part-time members of staff are employed to support the outreach work of our organisation: a part-time Operations Manager (Outreach), one providing a focus on the Befriending Services and the Men's/Women's Groups and the other provides generic support across all services. The Operations Manager (Community Centre-and Senior Caretaker and look after the lettings of rooms at the Greenwood Community Centre. Caretakers are employed on a part time basis as required. A process of delegation is in place for volunteers and part time staff and the day-to-day responsibility of the services rests with the Chief Executive Officer.

The Trustees and the Chief Executive Officer are responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Trustees meet formally on a quarterly basis and at least twice more on an ad hoc basis to consider finance and funding, personnel, policies and procedures as well as performance against the key activities of the charity. The Treasurer oversees the financial control and where possible, due to the size of the organisation, other duties are delegated between nominated members of staff who are paid employees and key volunteers.

The last Annual General Meeting was held on 27 November 2024.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Related Parties

There are no related parties who have had influence with funders. There were no related party transactions during the year.

Objectives and activities

The primary objective of Hampton & Hampton Hill Voluntary Care ("H&HHVC") within the framework of promoting health and well-being in the community is to provide a range of services of a charitable nature in accordance with the Memorandum of Association of the company.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission regarding public benefit reporting. The Trustees believe that the activities undertaken by the charity, as summarised in the following two paragraphs and as described more fully in the section of this Report under the heading "Achievements and Performance", constitute the proper provision of public benefit to those who make use of the support and services offered by the charity. The support and services offered are provided at minimal cost and there is therefore little financial burden placed on the users.

We reach out to those in need of help through ill health, poverty, mental or physical stress or any handicapped or underprivileged condition by improving the quality of their life through an outreach Neighbourhood Care Project, a Community Integrated Accessible Transport Project, a focused Information Service and our Community Centre, The Greenwood Community Centre. We support them in their day-to-day living, complementing statutory services and those available from other providers. We aim to reduce the level of exclusion felt by many even in this relatively affluent area.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

Achievements and performance

Community Transport

This service supports our clients who have mobility restrictions or who may be more isolated and unable to use existing services or public transport, primarily through the use of volunteer drivers using their own car

In November 2024 the partnership between H&HHVC Richmond & Kington Accessible Transport (RAKAT CT LTD) was dissolved and the staff managing the minibs services was relocated. We continue to utilise the minibs transport services to enable attendance to groups and excursions we run for neighbours receiving our support.

Greenwood Community Centre

We manage Greenwood Community Centre on behalf of the Hampton Fund and this provides an excellent base for our offices and for many local groups and organisations who share our aims in creating and supporting both young and old.

We provide accessible and affordable space, encouraging and supporting groups in health and wellbeing, broadening of education, recreation, physical activity and social inclusion. The standard of facilities is high, well regarded and the cost of premises hire is maintained at an affordable level.

The rental income contributes to the overall costs of the charity in running the premises.

Hampton & Hampton Hill Voluntary Care

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Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Achievements and performance *(continued)*

Befriending Services

Befriending Services have performed consistently throughout the year.. We continue to provide a Men's Group, a Women's Group and a Book Club, and we have continued to offer the "On Your Doorstep" services such as shopping, prescription collection and delivery and welfare parcels throughout the year.

Communication and Publicity

The website (www.greenwoodcommunity.org.uk) and four social media channels (Facebook, X (formerly known as Twitter) Instagram, and NextDoor) all provide regular updates of local community news and activities at Greenwood Community Centre. In March 2022 we re-introduced our newsletter "The Greenwood Post", primarily in digital format and circulated to our clients in printed copy. This has been further reviewed this year and replaced by a new e-bulletin as our primary 'direct marketing tool'.

We continue to support people who telephone or call in personally at Greenwood Community Centre and ensure they are signposted to the appropriate support such as the Community Independent Living Service, for information and guidance.

We are continuing to offer our Digital Inclusion Programme. A small group of volunteers act as "Digital Buddies" helping clients to maximise their understanding and use of their smart devices. We have integrated the use of technology into our regular services, including monitoring and feedback from volunteers working in the community.

Volunteers

Volunteers are vital to our charity. We recruit volunteers from a variety of backgrounds and every individual brings experience and knowledge to support our work. We offer ongoing training and support and organise social events to show our appreciation of their commitment to the charity and their community. We recruit volunteers from our local area to reflect the local demographic but are also looking further afield to find key volunteers who can bring added experience and diversity to the team.

We have a much more transient group of volunteers; we saw many new volunteers at the beginning of the pandemic but faced a substantial drop in numbers once they began to return to work. Numbers of registered volunteers varies throughout the year but remains around the 100 -120 people.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Financial review

The charity's total income increased by £64,813 from £141,959 to £206,772. Donations reduced by £4,198, however lettings increased by £18,199. Service User Registrations showed a small decrease of £95.

Grants from Hampton Fund remained at £30,000 in the year and the Age UK grants increased by inflation to £40,825. Various new grants were obtained during the year to fund staff costs as well as partly pay for the roof repairs in April 2024.

Expenditure on charitable activities increased by £67,373 from £173,983 to £241,357. This was mainly due to salary costs increasing by £15,158 due to the full year effect of 2 part-time managers being employed part way through the previous year during the year to assist the CEO to be able to fund raise more effectively and the cost for the flat roof repairs of £44,204.

Grants of £10,000 were raised towards the cost of the roof repairs along with generous donations of a further £3,600. Hampton Fund, the building owner made an interest free loan of £29,895 for the balance of the repair cost which is payable over 10 years starting in May 2026. This has alleviated the cash position of the Charity.

The above resulted in a deficit of £34,585 for the compared to the deficit in the previous year of £32,024.

There was a major fund-raising effort in the previous year along with the help of a professional fund raiser which resulted in grants and donations promised of nearly £135,000 over the next 5 years. This professional was hired again during the latter part of this year and the results of several of the grant applications are still pending.

This fund-raising effort is continuing in the current difficult economic climate due to the need to diversify from the current regular grant.

Restricted and unrestricted income funds

The restricted income from grants has either been utilised during the year or provision on 31 March 2025 has been made for unspent funds at that date to be utilised during the current financial year. Full details are shown in Note 19 to the financial statements. The balance of unrestricted funds decreased from £99,526 to £64,941.

Reserves

As stated above, on 31 March 2025, the unrestricted reserves amounted to £64,941. Our reserves policy is to retain sufficient reserves to meet essential expenses for a period of 4.5 months and currently this has reduced to 3.5 months. The budgeted expenditure for the current financial year is £217,251. Strenuous efforts will continue to be made to continue fundraising efforts to ensure continuing financial viability of the charity.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Financial review *(continued)*

Reserves Policy

H&HHVC operates a reserves policy which determines the level of unrestricted funds which we need to hold as reserves or working capital, to maintain the organisation's core activities and ensure continuity as a going concern in the event that funding from external sources for core or essential activities ceases or is seriously curtailed. This policy requires us to maintain sufficient General Funds to enable these essential activities to be continued for a period of 4.5 months whilst other funds are being sought or decisions made about the level of future activity. It is a principle of the policy that unrestricted funds not required as working capital or for other purposes should not be retained unnecessarily but should be invested in the future of the organisation and for the benefit of the local community. The Trustees and the Management team are making efforts to increase the reserves to 4.5 months by the end of this current year.

Plans for future periods

We have continued to review and develop the governance of the organisation and have successfully recruited 3 new Board members including a new Chair to replace the retiring Chair to bring a wider range of skills and experience to the organisation. We are actively looking at the capacity and resources of the Charity to ensure we can develop the services we can offer to the wider community and fund raise to provide those services.

Statement of Trustees' responsibilities

The Trustees, who are also the Directors of Hampton & Hampton Hill Voluntary Care for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2025

Financial review *(continued)*

Small companies provision statement

This report has been prepared in accordance with the small companies' regime under the Companies Act 2006.

The Trustees' Annual Report (incorporating the Directors' Report) and the strategic report were approved on 20 August 2025 and signed on behalf of the Board of Trustees by:

A handwritten signature in black ink, appearing to read 'MHorsley', with a long horizontal flourish extending to the right.

.....
Michael Horsley - Chair
Trustee and Director

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Hampton & Hampton Hill Voluntary Care

Year ended 31 March 2025

I report to the Trustees on my examination of the financial statements of Hampton & Hampton Hill Voluntary Care ('the charity') for the year ended 31 March 2025, which are set out on pages 12 to 24.

Responsibilities and basis of report

As the Trustees of the company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

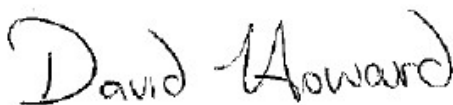
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



.....
David Howard Accountants
5 The Square
Bagshot
Surrey GU19 5AX

Date: **25-08-2025**

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2025

		Unrestricted funds £	2025 Restricted funds £	Total funds £	2024 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	26,915	–	26,915	31,113
Charitable activities	6	66,457	110,547	177,004	108,513
Investment income	7	2,853	–	2,853	2,333
Total income		<u>96,225</u>	<u>110,547</u>	<u>206,772</u>	<u>141,959</u>
Expenditure					
Expenditure on charitable activities	8,9	130,810	110,547	241,357	173,983
Total expenditure		<u>130,810</u>	<u>110,547</u>	<u>241,357</u>	<u>173,983</u>
Net income and net movement in funds		<u>(34,585)</u>	<u>-</u>	<u>(34,585)</u>	<u>(32,024)</u>
Reconciliation of funds					
Total funds brought forward		99,526	338	99,526	131,550
Total funds carried forward		<u>64,941</u>	<u>-</u>	<u>64,941</u>	<u>99,526</u>

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

The notes on pages 13 to 24 form part of these financial statements.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Statement of Financial Position

31 March 2025

	Note	2025 £	£	2024 £
Fixed assets				
Tangible fixed assets	14		8,231	10,869
Current assets				
Debtors	15	7,380		16,355
Cash at bank and in hand		109,795		119,929
		117,175		136,284
Creditors: amounts falling due within one year	16	30,570		47,627
Net current assets			86,605	88,657
Total assets less current liabilities			94,836	99,526
Creditors: amounts falling due over one year	17		29,895	0
Net assets			64,941	99,526
Funds of the charity				
Restricted funds			-	-
Unrestricted funds			64,941	99,526
Total charity funds	19		64,941	99,526

For the year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The Members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the Board of Trustees/Directors and authorised for issue on 20 August, and are signed on behalf of the Board by:



Michael Horsley - Chair
Trustee and Director



Asoka Karandawala - Treasurer
Trustee and Director

The notes on pages 13 to 24 form part of these financial statements.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2025

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is The Greenwood Community Centre, School Road, Hampton Hill, TW12 1QL.

2. Statement of compliance

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical basis with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts.

Fund accounting

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

Designated funds are unrestricted funds earmarked by the Trustees/Directors for particular future projects or commitments.

Restricted funds are those funds that can be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Incoming resources

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

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

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

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

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

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Equipment costing £500 or less is not capitalised but is expenses in the year of purchase.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Depreciation

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

- Equipment 15%
- Computers 33%
- Office Relocation 15%

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided.

4. Limited by guarantee

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 £10.

The requirements of the Charities Acts do not allow the distribution of a surplus on winding up to the members. Any such surplus must with the authority of the Charity Commissioners be paid either to another approved registered charity or to the Charity Commission.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Donations			
General Donations	16,699	-	16,669
Transport Income	5,429	-	5,429
Gift Aid Refunds	763	-	763
Fundraising	-	-	-
Service User Registrations	4,024	-	4,024
Grants			
None	-	-	-
	<u>26,915</u>	<u>-</u>	<u>26,915</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
General Donations	21,309	-	21,309
Transport Income	5,129	-	5,129
Gift Aid Refunds	556	-	556
Fundraising	-	-	-
Service User Registrations	4,119	-	4,119
	<u>31,113</u>	<u>-</u>	<u>31,113</u>

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
City Bridge Foundation	-	15,300	15,300
London Borough of Richmond upon Thames	-	250	250
Age UK Richmond	-	19,280	19,280
Hampton Fund	-	30,000	30,000
Community Ind Living Scheme	-	10,743	10,743
Income from the use of the Greenwood Community Centre	61,457	-	61,457
LBRuT Civic Pride/Bernard Sunley Foundation	-	10,000	10,000
CILS (Men's Project)	-	5,372	5,372
National Lottery	-	14,602	14,602
Masonic Charitable Foundation	5,000	-	5,000
Other	-	5,000	5,000
	<u>66,457</u>	<u>110,547</u>	<u>177,004</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
London Borough of Richmond upon Thames	-	250	250
Age UK Richmond	-	18,454	18,454
Hampton Fund	-	30,000	30,000
Community Ind Living Scheme	-	10,150	10,150
Income from the use of the Greenwood Community Centre	43,258	-	43,258
Other Grants	-	-	-
CILS (Men's Project)	-	5,074	5,074
National Lottery	-	1,327	1,327
	<u>43,258</u>	<u>65,255</u>	<u>108,513</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Bank interest receivable	<u>2,852</u>	<u>2,852</u>	<u>2,333</u>	<u>2,333</u>

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Greenwood Community Centre Operation	102,353	110,547	212,900
Support Costs	28,457	-	28,457
Expenditure on charitable activities	<u>130,810</u>	<u>110,547</u>	<u>241,357</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Greenwood Community Centre Operation	82,113	65,255	147,368
Support Costs	26,277	338	26,615
Expenditure on charitable activities	<u>108,390</u>	<u>65,593</u>	<u>173,983</u>

9. Expenditure on charitable activities by activity type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Greenwood Community Centre Operation			
Salaries, National Insurance & Pension	35,194	95,297	130,491
Establishment Costs	68,284	10,000	78,284
Equipment	-	-	-
Activities expenditure	(1,437)	5,250	3,813
Other Costs	312	-	312
Total Greenwood Community Centre Operation Costs	<u>102,353</u>	<u>110,547</u>	<u>212,900</u>
Support Costs			
Administration	18,051	-	18,051
Publicity & Fundraising	6,119	-	6,119
Depreciation	2,637	-	2,637
Loss on disposal of fixed assets	-	-	-
Independent Examiner's Fees	1,650	-	1,650
Total Support Costs	<u>28,457</u>	<u>-</u>	<u>28,457</u>
Expenditure on charitable activities	<u>130,810</u>	<u>110,547</u>	<u>241,357</u>

	Support Costs £	Governance Costs £	2025 £
Provision of services to clients	<u>26,807</u>	<u>1,650</u>	<u>28,457</u>

Support costs include general office running costs, depreciation and publicity and fundraising costs.

Governance costs represent fees paid for the independent examination of the Financial Statements

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

9. Expenditure on charitable activities by activity type *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Greenwood Community Centre Operation			
Salaries, National Insurance & Pension	50,330	65,005	115,335
Establishment Costs	29,412	-	29,412
Equipment	-	-	-
Activities expenditure	2,142	250	2,392
Other Costs	229	-	229
Total Greenwood Community Centre Operation Costs	82,113	65,255	147,368
Support Costs			
Administration	16,262	-	16,262
Publicity & Fundraising	5,677	-	5,677
Depreciation	2,638	334	2,976
Loss on disposal of fixed assets	-	-	-
Independent Examiner's Fee	1,700	-	1,700
Total Support Costs	26,277	334	26,615
Expenditure on charitable activities	108,390	65,593	173,983

	Support Costs £	Governance Costs £	2024 £
Provision of services to clients	24,915	1,700	26,615

Support costs include general office running costs, depreciation and publicity and fundraising costs.

Governance costs represent fees paid for the independent examination of the Financial Statements

10. Net income

Net income is stated after charging:

	2025 £	2024 £
Depreciation of tangible fixed assets	2,637	2,975

11. Independent examination fees

	2025 £	2024 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	1,650	1,700

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

12. Staff costs

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

	2025	2024
	£	£
Wages and salaries	124,379	111,435
Social security costs	3,339	1,419
Employer contributions to pension plans	2,774	2,480
	<u>130,492</u>	<u>115,334</u>

The average head count of employees during the year was 10 (2022: 9). The average number of full-time equivalent employees during the year is analysed as follows:

	2025	2024
	No.	No.
Number of Greenwood Community Centre staff	<u>3.2</u>	<u>3.2</u>

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £97,138 (2024: £87,088).

13. Trustee remuneration and expenses

There were no Trustees'/Directors' expenses paid for the year ended 31 March 2025 or for the year ended 31 March 2024.

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

14. Tangible fixed assets

	Equipment and Office Relocation £	Total £
Cost		
At 1 April 2024	69,012	69,012
Additions	-	-
Disposals	-	-
At 31 March 2025	69,012	69,012
Depreciation		
At 1 April 2024	58,144	58,144
Charge for the year	2,637	2,637
Disposals	-	-
At 31 March 2025	60,781	60,781
Carrying amount		
At 31 March 2025	8,231	8,231
At 31 March 2024	10,869	10,869

15. Debtors

	2025 £	2024 £
Trade debtors	7,380	14,827
Prepayments and accrued income	-	1,528
Other debtors	-	-
	7,380	16,355

16. Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	3,296	3,176
Accruals and deferred income	24,988	42,197
Social security and other taxes	2,286	2,254
Other creditors	-	-
	30,570	47,627

17. Creditors: amounts due over 1 year

Hampton Fund which owns the Greenwood Centre, gave a loan of £29,895 in May 2024 towards the cost of the flat roof repairs. This is interest free and repayable over 10 years starting May 2026.

18. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,774 (2024: £2,480).

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

19. Analysis of charitable funds

Unrestricted funds

	At 1 April 2024	Income	Expenditure	Transfers	At 31 March 2025
	£	£	£	£	£
General funds	79,526	91,225	(125,810)	-	44,941
Masonic Charity		5,000	(5,000)	-	-
Designated Fund - Building repairs and refurbishment and other capital expenditure (see Note below)	20,000	-	-	-	20,000
	<u>99,526</u>	<u>96,225</u>	<u>(130,810)</u>	<u>-</u>	<u>64,941</u>
	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	111,212	76,704	(108,390)	-	79,526
Designated Fund - Building repairs and refurbishment and other capital expenditure	20,000	-	-	-	20,000
	<u>131,212</u>	<u>76,704</u>	<u>(108,390)</u>	<u>-</u>	<u>99,526</u>

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

19. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2024	Income	Expenditure	At 31 March 2025
	£	£	£	£
Chief Executive Officer's & Principal employees' salary and management costs	-	65,395	(65,395)	-
The City Bridge Foundation	-	15,300	(15,300)	-
National Lottery	-	14,602	(14,602)	-
LBRuT Other activities	-	250	(250)	-
LBRuT Civic Pride	-	5,000	(5,000)	-
Bernard Sunley Foundation	-	5,000	(5,000)	-
Others	-	5,000	(5,000)	-
	<u>-</u>	<u>110,547</u>	<u>(110,547)</u>	<u>-</u>
	<u>-</u>	<u>110,547</u>	<u>(110,547)</u>	<u>-</u>

	At 1 April 2023	Income	Expenditure	At 31 March 2024
	£	£	£	£
Chief Executive Officer's & Principal employees' salary and management costs	-	63,678	(63,678)	-
LBRuT Other activities	-	250	(250)	-
National Lottery	-	-	-	-
LBRuT Local Area Fund	338	-	(338)	-
	<u>338</u>	<u>63,928</u>	<u>(64,266)</u>	<u>-</u>
	<u>338</u>	<u>63,928</u>	<u>(64,266)</u>	<u>-</u>

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

19. Analysis of charitable funds *(continued)*

Designated Fund

Following a review of likely future expenditure on renovation and other capital items, including technology assets, broadband infrastructure and fixture and fittings, the Trustees/Directors decided in 2022 to increase the Designated Fund to £20,000.

Unrestricted Funds

The charity received a sum of £5,000 from the Masonic Charity for its expenditure and further sums of £5,000 per year have been agreed for the next 2 years.

Restricted Funds

The donors have directed that the donations (shown above as income) are to be used to finance:

- a) The salary and related management costs of the Chief Executive Officer, who is responsible for the day-to-day management of the charity, and of the principal employees who are, respectively, responsible mainly for the Befriending Project and for providing administrative assistance are partly funded by the Hampton Fund and the grants from Age UK (Richmond).
- b) The charity was successful in obtaining several grants. The City Bridge Foundation is funding £84,000 over 5 years to cover the part-time Operations Manager's salary costs and the first tranche this year was £15,300. The National Lottery grant was for 1 year to cover the senior caretaker's salary. Richmond Civic Pride and the Bernard Sunley Foundation each granted £5,000 towards the repairs and replacement of the flat roof at the Greenwood Centre, which was carried out in April 2024.
- c) Funds of £5,000 were granted for the costs of transport for the elderly and the grantor wished to remain anonymous. LBRuT Other activities include a grant of £250 for the Full of Life event.

20. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Tangible fixed assets	8,231	-	8,231
Current assets	117,175	-	117,175
Creditors less than 1 year	(30,570)	-	(30,570)
Creditors over 1 year	(29,895)	-	(29,895)
Net assets	64,941	-	64,941

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	10,869	-	10,869
Current assets	136,284	-	136,284
Creditors less than 1 year	(47,627)	-	(47,627)
Net assets	99,526	-	99,526

Hampton & Hampton Hill Voluntary Care

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

21. Critical accounting estimates and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

There were no key judgements. The main accounting estimates are depreciation, gift aid debtors and accruals.

22. Taxation

As a charity, Hampton & Hampton Hill Voluntary Care is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 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.

23. Related party transactions

There were no disclosable related party transactions during the year (2024 - none).