

VINEYARD COMMUNITY CENTRE

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2021



REGISTERED CHARITY
NUMBER 1143951

COMPANY LIMITED BY GUARANTEE
NUMBER 7669793

**Annual Report and Financial Statements 2021
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Legal & Administrative Information
For the year ended 30 June 2021

Charity Name	Vineyard Community Centre.
Charity Registration no	1143951. The charity was first registered with the Charity Commission on 23 September 2011.
Company Registration no	7669793 company limited by guarantee.
Principal Address	The Vineyard, Richmond upon Thames, Surrey TW10 6AQ.
Telephone, e-mail and web-site	T - 020 8439 9435 E – info@vineyardcommunity.org W – www.vineyardcommunity.org
Governing Document	Memorandum and Articles of Association dated 14 June 2011 as amended by special resolution on 12 September 2011.
Objects	1. The advancement of the Christian faith for the public benefit in Richmond-upon-Thames, Surrey; 2. The relief of need and sickness in the community with a focus on helping those who are socially or economically disadvantaged; and 3. The advancement of such other charitable purposes that are exclusively charitable under the laws of England and Wales as the trustees may from time to time decide.
Trustees	Robert Kimmerling (Chairman) David Smith (Vice Chairman) Peter Flower (Company Secretary) Lydia Palmer Stephen Langridge Paul McArdle Linda Masuwa Appointed 1 December 2020
Chief Executive	Mark Palframan
Key Management Personnel	Those in charge of planning, directing, controlling, running and operating the Charity, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the Managing Trustees, the Chief Executive, the Head of Care Services and the Development Manager.
Bankers	Barclays Bank plc, PO Box 13, 8 George Street, Richmond, Surrey TW9 1JU
Independent Examiner	John Helm ACA Simply Churches Limited 17 Heathville Road London N19 3AL

Annual Report of the Trustees For the year ended 30 June 2021

The Trustees submit their report and the financial statements of Vineyard Community Centre ("the Charity") for the year ended 30 June 2021. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report. This report also constitutes a directors' report required by section 415 of the Companies Act 2006 as all Trustees of a charity company are directors.

I. Structure, Governance and Management

Organisation

The Board of Trustees administers the Charity. The Board meets quarterly.

The Chief Executive meets the Chairman, Vice Chairman and Company Secretary informally weekly and reports formally to the Chairman and Company Secretary on a monthly basis.

The Chief Executive ensures that the Trustees are kept abreast of important issues at these formal and informal meetings as well as communicating by email and telephone with updates and information. The Chief Executive attends Board Meetings as do, from time to time, senior managers. The Board members support the Chief Executive and provide a sounding board and a pool of expertise for him to draw on.

Decision making

The Chief Executive is responsible to the Trustees for managing the day-to-day operations of the Charity. To facilitate effective operations, the Chief Executive has delegated authority, with terms of delegation, agreed by the Trustees.

The Board is grateful for the professional assistance given by James Lowther, ACA, our Treasurer who gives his services on a voluntary basis.

Trustee Induction and Training

New Trustees are made aware of the seriousness of their responsibilities and obligations under charity and company law. They are encouraged to understand these obligations by reading relevant Charity Commission publications. Trustees are made aware of training courses and conferences and encouraged to extend their knowledge of matters pertaining to their role in the Charity.

Risk Management

The major risk which the charity has been aware of, particularly during the disruption caused by the pandemic, has been around maintaining continuity in the services. We have sought to manage this risk through adapting our working practices and taking steps to ensure that we might be more robust as a charity.

Essentially this has involved following developments closely, particularly as the legislation and restrictions introduced to control the spread of the pandemic, impacted on our work. We have been updating our operational risk assessments in an ongoing way and adapting our services to comply with the changes. We have also taken external professional advice - including assessments on our premises by the Ethical Property Foundation. At various times over the past year, we have reduced the numbers of people in the buildings, introduced more remote ways of working, provided take-away services when indoor seating was not permitted and adapted our premises to comply with best practice in terms of ventilation, screening and ensuring maximum social distancing.

We have also recruited more locum staff to enable us to cover the work when our regular staff might be unwell or obliged to isolate in response to covid alerts.

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The closure of our trading, both the shops and the café, posed a threat to our income but due to careful financial management, including the grants available under the Government's Job Retention Scheme, we have remained financially viable.

Related Parties and cooperation with other organisations

The Trustees are unpaid and receive no benefit from their work with the Charity. There is no relationship between any trustee and employees or suppliers.

The Charity has good working relationships with organisations with a similar vision, in particular the Glass Door which runs the 6 month Winter Night Shelter Scheme, Single Persons Emergency Accommodation Richmond (SPEAR), help with supporting guests with accommodation, for the Vineyard Medical Practice, the Citizen's Advice Bureau which run advice surgeries, Richmond Borough MIND which run art sessions in our Café, the Salvation Army (employment support) and We Are With You (substance misuse services).

2. About The Vineyard

The Need

Although Richmond appears to be a relatively wealthy borough it also has the highest level of economic inequality in London and has specific issues with rough sleeping, hidden poverty and loneliness.

In the period April 2020 to March 2021 the outreach teams found 115 homeless people sleeping rough. Of these, 74% had mental health issues, 35% had problems with alcohol and 47% had problems with drugs. A recent report from Homeless Link identified that 78% of people who were rough sleeping specifically said that they needed more advice to help them get back into accommodation.

A recent report from the Trust for London identified that 21% of the children in Richmond were living in households in poverty. Our food banks witness this on a daily basis with some people really struggling to survive.

Richmond also has a major issue with loneliness, having the highest proportion of people over the age of 75 living alone in London. Loneliness indicators are currently being developed to better measure this, but it is recognised as a major cause for concern, having a serious impact on people's mental health and well-being.

Our Mission: help in crisis, hope for life

Our mission is primarily to meet the needs of those in crisis and who are socially excluded as identified above. We are an innovative Christian charity that provides help and support for those in need. We opened in March 2012.

Our purpose is summarised by our strap line of 'help in crisis, hope for life'. Regardless of someone's background our passion is for all who visit and volunteer to be part of a supportive community and reach their full potential.

We seek to achieve our purpose through the Community Centre and Richmond Foodbank which are located in the basement of The Vineyard Life Church, The Vineyard, Richmond, Surrey TW10 6AQ. We have four satellite foodbanks located across the borough in Barnes, Isleworth, Whitton and Hampton.

3. Activities and the Public Benefit

The Vineyard Community Centre is widely recognised as providing a community hub with a very broad range of services for a wide cross section across the borough. We seek to do this with grace, generosity of spirit and compassion. In addition to our own support services, we provide a daytime venue for a number of other agencies which interact with us or for our guests.

The Trustees have considered the guidance of the Charity Commission on public benefit. These have been borne in mind when reviewing our aims and objectives and in planning future activities. In particular, the Trustees have considered how

Annual Report of the Trustees For the year ended 30 June 2021

planned activities will contribute to the aims and objectives they have set. The provision of public benefit is given at no charge and is made available without discrimination to those in need.

Our separate, but linked areas of ministry are as follows:

- Morning Drop-in and care services
- Community Nursing Clinic
- Richmond Foodbank
- Works of Love
- Community Café
- Vineyard Charity Shop

4. Achievements and Performance – How we delivered our Services

4.1 Introduction

Covid 19 Pandemic

At the start of the year most of our staff were on furlough or redeployed in temporary positions overseeing our response to the pandemic. Our café area was being used as a temporary food store for the Food Bank and we were providing food for up to 800 people every month. We were still remotely providing case work support for individual guests although the drop-in sessions were suspended.

The Works of Love project was the first to reopen, resuming sessions in Dickson House in July.

In September we relocated the Food Bank store to All Saint's Church Hall in Hampton and continued to provide deliveries of food parcels to home addresses as well as supplying food stocks for other charities.

We reopened the drop-in sessions – with reduced numbers and strict controls in place – at the end of September.

We set up our new pop-up charity shop in Vestry House and opened this in December but had to close again after just three days due to new lockdown regulations.

In January – and throughout the long lock-down period – we adapted our morning sessions drop-in to provide help in crisis – advice and support as well as hot food to take away.

The satellite food banks continued to operate throughout this time as well as our delivery service providing emergency food parcels across the borough.

Works of Love continued to provide training and support sessions remotely, until we were permitted to resume at Dickson House.

As the restrictions were gradually lifted, we reopened our charity shops in May and the Café in June.

The Food Bank delivery service began winding down and beneficiaries directed to use the walk-in sessions.

By the end of the financial year, we were almost fully operational again – although, due to a shortage of staff, financial resources and premises - the Roots programme remained suspended.

Building Works

We were delighted to receive grants from Help the Homeless, the Screwfix Foundation, AllChurches, London Catalyst, the Bernard Sunley Foundation and the Beatrice Laing Trust towards the costs of a building project to extend our kitchen which was completed at the end of 2020.

The need for this work had become particularly pressing with the onset of the coronavirus pandemic. After consultation with the Ethical Property Foundation and advice from the local authority it became apparent that we needed to expand our work area to enable adequate social distancing to keep our staff and clients safe.



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The works included:



Kim, our Chef, preparing porridge in our shiny new kitchen.

Building extension

- Construction of an extension at the rear of the building
- Installation of a separate staff toilet
- Extension of an industrial equipped kitchen to provide two work areas
- Relocation of the washing machine into a new designated laundry area away from the kitchen

Completion of the work was problematic – with repeated interruptions due to the pandemic, ongoing restrictions and changing regulations; even our builders caught the virus at one point and all the work was suspended while they isolated! But the work was finally completed at the end of 2020.

a. Help In Crisis

Sue Hodder, our Head of Care Services has been overseeing the work of the morning drop-in sessions and the community nursing project.

It has been a very successful and yet a testing 12 month's here at the Drop-in as we have worked our way through the pandemic. The Drop-in was closed from the 22nd March 2020 and re-opened on the 28th September 2020 and we have encountered both challenges and changes. Some

members of staff were furloughed, some worked from home and Sue was re-deployed to assist in the running of the Foodbank and to help co-ordinate the deliveries to those in need. We have had two staff changes in the Drop-in team this year; we have employed a new Caseworker, David Logan, who started with us in November 2020 and we have recently employed Tom McDonald, as our new Drop-in Supervisor, at the beginning of April 2021.

From October 2020 to July 2021, we have seen 239 different individuals in need, of whom 159 were male, and 64 were females.

We have provided 3,314 hot breakfasts, given out 909 items of clothing and provided 697 showers for our guests. Our caseworker David has conducted 864 appointments and 34 people have been assisted into accommodation.

Our Community Nurse, Lucia Bramble-Boyd, runs two 2-hour sessions each week on a Monday and a Wednesday. The nursing service was closed and our nurse furloughed due to covid between March 2020 and December 2021. The total number of guests seen in the short period we opened in December 2020 was 26 as sadly we were forced to close the centre and furlough our nurse again between January and February 2021.

The figures for the period between March 2021 and the end of June 2021 are as follows.

Total guests seen = 139

12 attended for an individual health check and advice.

78 attended with a short-term health problem, which includes: - blood pressure monitoring, minor dressings, skin issues, hearing difficulties, dietary advice, and support.

25 Guests attended for support and advice with longer-term health problems which included, chronic, long term disease management and 23 with mental health problems.

Other interventions include: -

45 covid related discussions

21 guests referred to a G.P. District Nursing or Health Visitor.

15 referred to other statutory Health Care providers

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14 referred to other voluntary organisations.

12 professional liaison discussions, telephone conversations with other statutory Health Care Providers.

6 guests referred for spiritual care

1 safeguarding referral.

During this period Dr Jacob from the Vineyard Practice, has attended clinics here monthly to see guests and offer his support. Through the practice we were able to administer 20 guests early on with their first and second covid vaccinations. Here are some examples of the medical provided:

- Guest M.S. came complaining of severe back pain, pain around his upper abdomen and generally feeling unwell. Our Nurse carried out an assessment and was concerned about M's symptoms. He told her he had not felt well for a while, that he had lost his appetite and had not bothered to seek any medical help.

M was immediately registered with a local G.P. by our Nurse who made him a next day appointment. The G.P. sent M to the hospital for tests and he was quickly diagnosed with cancer of his pancreas. M. has now received treatment and is awaiting life-saving surgery. Having the Community Nursing Clinic here enables homeless and vulnerable guests to access medical help quickly and easily. This provides quick and effective intervention that can prevent conditions worsening, prevents severe complications and fundamentally can save lives.

- S. came to see our Nurse with a very nasty sore area on his foot where he had stood on a nail. On examination our Nurse assessed that this was infected and that he needed antibiotics.

S. was immediately referred to his G.P. for anti-biotics and we continued to dress his foot twice a week until it had completely healed.

- J. is homeless and she came to the nurse complaining of headaches, our Nurse took her blood pressure and it was seen to be dangerously high. She spoke to J's G.P. and arranged an appointment whereby she was prescribed medication. J. no longer suffers with headaches now her blood pressure is back under control.



Partnerships at the Drop-in sessions

Glassdoor: We are delighted to continue to work alongside Glassdoor with Gemma running sessions here 3 days each week to case work those guests who are homeless. This story tells of how one of our guests was helped in crisis:

After three weeks on the streets, B. was told about the Drop-in where she started to attend, from here she was referred onto the Dinner Service run in the evenings by Glassdoor here at the Vineyard Community Centre. Over a plate of food, B. connected with a volunteer who listened as B. told her story. From there, she was referred to caseworker Gemma from Glassdoor and was offered a room in a hostel. Gemma began supporting B. with a variety of issues. With additional support from the Eastern European Resource Centre, B. is being supported to obtain a new passport, has been granted pre-settled status in the UK and has resolved issues with her benefits.

"Gemma came from the sky – God must have sent her to me in my life in this moment. She's amazing. She's the most beautiful person in my life. She didn't know me at all, and she's helped me so much." During Covid closure Gemma continued to work with our guests from home.

Behind the mask there was always a welcoming smile

Gemma returned to working from here with us at the beginning of October 2020. Gemma has supported for 90 of our guests:

- 25 have been Housed
- 11 are now receiving Benefits

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- 8 have secured their EU settled status granted
- 3 are now employed

Glassdoor Employability Co-ordinator: Since 22nd June we have also had Jay from Glassdoor attend here on a Tuesday each week to assist our guests with moving into training and employment. Jay is just establishing himself here but in the short time he has been with us he has managed to see 4 guests to date: -

- 2 assisted with writing their C.V.'s
- 1 assisted to obtain his DBS
- 1 helped to start voluntary work

SPEAR: The local authority funded outreach team from SPEAR hold two sessions here each week. On Wednesday's they send an Outreach Worker and on Friday's they send two Health Link workers to work with guests who attend here in collaboration with David our caseworker and Gemma from Glassdoor.

Salvation Army Employment Plus U.K.: Lucy has been attending the drop-in here since the end of March 2021. To date she has been worked closely with 6 of our guests on a one-to-one basis.

- One guest has been signed up to undertake an English course to improve his spoken English and is also undertaking a level 2 in English and Maths at Kingston college. Lucy is also supporting this guest to get his driving theory test completed and has applied for funding to purchase him a laptop.
- One guest has been referred to Paul at RCDAS as he needs to address his drinking problems before Lucy can help him to engage in work.
- Two guests have been accepted onto money management course's along with some basic I.T. training.
- Two guests have been assisted into employment.

The Hepatitis C Trust: David has been attending the drop-in, one morning (Mondays) each week since March 2021. Since starting here 7 guests have been tested.

- Two guests have tested Positive
- Two guests were found to have Hep C anti-bodies
- One person is now on medication and doing very well
- One person hoping to start medication very soon
- One guest tested has now signed up to volunteer in Richmond area

"I have built some very good relationship with guests who come to the Vineyard Drop-in and so far, I have had some really good results. The staff here are amazing too, they have been very supportive and made me feel part of The Team"

RCDAS (Richmond Community Drug and Alcohol Services) working alongside WAWY (We Are With You) and the Pathway Team: Paul from RCDAS runs a session within our drop-in every Monday morning. Gabrielle from WAWY is here volunteering three sessions a week.

Between May and July 2021 the figures are as follows:-

10 assessments have been carried out
3 transfers into service for drug / alcohol support
5 supported with housing advice
1 supported with pet care
5 supported with core services (AA, Breaking Free and SMART)

Paul has also assisted some of our guests by taking food from the Vineyard out to those who are street homeless and works with them and encourages them to come along and to attend the Drop-in in person. Paul also has 18 guests from the Vineyard whom he provides telephone support to.

WAWY: through Gabrielle, has provided regular volunteer support for RCDAS guests here at the VCC Drop-in three days each week.

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The Pathway Team, who are also a part RCDAS work with 'hard to reach' guests, who are residing in hotels and come to the Drop-in sessions when requested to do so.

Richmond Foodbank

During the year Fiona Brennan, our Development Manager, has been overseeing the work of the Food Bank:

Foodbank operations have changed and we've adapted to the challenges of the pandemic and the differing needs of people for food support, and the way we have delivered services. When we went into the first lockdown, the shop, the café and the Drop-in closed, but we ensured that those in need of emergency food staying at home were helped by the Foodbank using deliveries. Food was supplied for the Richmond, Hampton and Barnes foodbanks in this way while Whitton and Isleworth Foodbanks were able to keep open throughout. As people were urged to "stay at home", we developed a model for delivery across the Borough.

The Vineyard Community Centre was transformed by Kev our Logistics Co-ordinator, into a Warehouse setting and we recruited volunteers into new roles, picking and packing, date checking, loading and unloading of Food Parcels into vehicles and driving! Initially we were delivering about 30 - 40 parcels twice a week. British Gas engineers came with their vans and loaded up at the Vineyard and delivered our food parcels for several months allowing us time to recruit volunteer drivers. These took over from British Gas as the engineers returned to their jobs. We continued to deliver up to 45 parcels a day as well as supplying schools, charities, (Richmond Aid and Ruils) and churches with food to distribute to their clients, members and service users. We supported Southall and Willesden Foodbanks, Christchurch and the Salvation Army in Feltham, St. Pauls, Hounslow West, Hounslow Open Kitchen, Kew Hostel, JRS Refugees, the Junk Food Project in collaboration with The ETNA Centre, Equippers Church and St. Thomas Aquinas, Inspired Hub, Hampton and Osterley Park Hotel where we supported 115 Refugee Families. We even donated surplus dog food to the Dog Rescue Centre in Epsom!

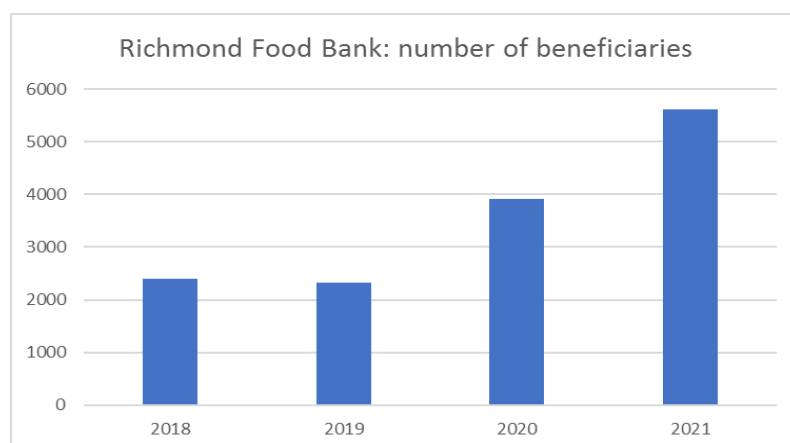
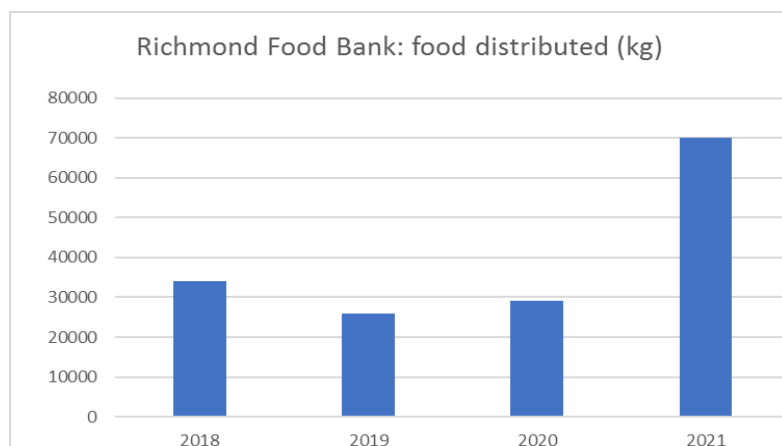
Towards the end of summer 2020, it looked like Drop-in could re-open and the Foodbank warehouse facility would have to relocate. We approached All Saints in Hampton to ask if we could use their small hall and back room. This was all agreed really quickly and the Warehouse moved in September 2020.

Throughout the Pandemic we have been supported by the community and have had regular food donations from Alexanders Removals, Kew Rotary Club, Sutton Winson Insurance Company, Twickenham School, Waitrose, Sainsburys, and numerous street collections.

People were welcomed back into our Foodbanks in the Spring this year and we reduced deliveries to those isolating with Covid or unable to come out for health reasons

We are looking forward to getting a new, larger Foodbank van and celebrating Harvest in the Autumn. In August, we appointed a new Foodbank Manager, Caroline Ewart and we look forward to her developing our work in this department.

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4.3 EMPOWERMENT

Roots

The Roots programme was suspended in March 2020. This had been a programme of social and employment support, providing hope for life and helping people to put down roots in the community. We had hoped to resume this activity in the Spring of 2021 but were unable to do so due to the ongoing restrictions. Additionally, without specific funding, or a suitable premises, restarting the programme was not felt to be viable and consequently, it was with reluctance that our remaining part time worker, Kat Oakley, was made redundant at the end of the financial year.

Works of Love

Works of Love is our sewing and well-being project for socially excluded women in Richmond; it also produces high quality hand-made items to sell in support of our work with homeless people.

We have been running classes five times a week on Zoom during last year's pandemic, and since April 2021, we started live classes again in our rented unit at Dickson House, TW10 6SP with a smaller number of 5 attendees due to Covid restrictions. Three sewing morning classes are taught by professional instructors and three classes are taught by two volunteers who teach embroidery, knitting and alterations. The total number of participants in the last two months reached 240 with 5 stations equipped with sewing machines. We finished the year with 56 participants, although we limited the numbers at each session to five at any one time.

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Participants were recruited through the other projects of the Vineyard Community Centre as well as outreach in local libraries and schools and word of mouth. Although not primarily aimed at migrant women last year a very high percentage of participants did not have English as their first language and several were refugees. The women benefitting from this project all suffered from social isolation in one form or another – including those fleeing abusive relationships, single parents, those without any financial independence and long-term unemployment. Over 25% of the participants have issues with mental health and 10% have a formal diagnosis.

The participants receive training in sewing, embroidery, knitting, using a sewing machine and they also produce accessories and cards for Christmas. The products range from aprons, tea bag holders, cutlery pouches, tote bags, yoga bags and many decorative products. There have been several successful stories of women who were taught in sewing and alterations and then started their own independent business.

“Joining the group has given me a sense of purpose, a support network where I feel valued again.”

Not only do the participants develop their personal skills in producing high quality crafts but we have discovered that providing this safe and welcoming environment is a tremendous opportunity to promote well-being and address issues of social exclusion. This has developed and we now host speakers and presenters on a range of topics including sessions on mental health with Richmond MIND, gentle exercise with a personal trainer, sessions on acupuncture and ‘Herbs for Joy and Happiness’. These are having an immediate beneficial effect – as well as overcoming social isolation and reducing loneliness – they are improving well-being. Several of the participants have already reported reducing the medication which they have been taking as well as increasing their confidence and starting to make plans for the future. There have been other additional benefits for the participants – including improving their English language skills, learning about enterprise and, through taking on small piece-work commissions, moving towards more financial independence. The ladies do outings together and become friends.

“One of the best things that happened in my life was meeting Works of Love. I am really happy to be involved with all the projects with the workshops, social sewing and the Vineyard Community Centre.”

Using recycled materials to make and sell high quality bags and accessories at community events and through commissions also provides an opportunity to contribute to the overall work of the charity and the wider community. Sales of Works of Love items were severely restricted due to the pandemic but nevertheless, in the course of the year, £980 was raised towards the costs of the charitable work of the community.

4.4 TRADING

Community Cafe

The café was closed for most of the year due to the covid restrictions and only reopened (for limited table service) in May 2021. In the few weeks it was open it only took £1,772.

Timi Fabian, who had been supervising the café for a number of years, went to work for another charity in June; we have recently appointed Angie Ramsay to replace her.

Vineyard Charity Shops

It has been a challenging year for our charity shops. Due to the covid restrictions we were not able to resume trading until December. And then, after we were open for a few days, we were forced to close again until May. We managed to continue with some limited on-line sales, but our income was severely reduced.

We were however absolutely delighted with the most generous offer from the Richmond Parish Lands Charity to use the ground floor rooms at Vestry House in Paradise Road as a temporary pop-up charity shop. Initially this was for eight months up until July but, as we were unable to open for more than just a few days immediately prior to Christmas, RPLC once again very generously agreed to extend this up until December 2021.

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We appointed two new job share shop supervisors, Lee Monczak and Ewa Skinder, and reopened in May. With only one full month's trading before the end of the year we were still pleased to have generated £14,000 in total for the whole year. The shops are now open on Saturdays – as well as weekdays.

5. Staff and Volunteers

We currently employ 16 staff, most of whom are part time. Our managing staff are Christians, as are many of our volunteers who come from local churches representing all the main denominations.

During the year the opportunities for volunteers to contribute to the work were significantly reduced. The shops, the café and other services closed for much of the time and even when we could reopen, in order to maintain healthy social distancing, we needed to keep the numbers inside the buildings down to a minimum. The only area of (temporary) expansion in our volunteer programme was with drivers for the food bank. 17 individuals assisted with this delivering food parcels to beneficiaries across the borough although by the end of the year most of these had returned to their regular jobs as their furlough arrangements stopped and people returned to work.

As our own work picked up again towards the end of the year some of our older volunteers were still fearful and reluctant to return. Consequently, we closed the year with a significant shortage of volunteers and a major recruitment drive to ensure the shops, café and other services are adequately supported.

6. Community support

We are particularly grateful to those organisations, colleges, schools and nurseries, which continued to support us, despite the pandemic restrictions.

We also appreciate the support, encouragement and prayer of nearly 30 local churches from across a range of Christian denominations.

And lastly, we are grateful indeed for individual supporters who donate generously to us, in food, clothing, and finances.

7. Plans for the Future

After a difficult period of closure and significant changes in the staff team the immediate challenge will be to rebuild the team and revive the sense of community that was sadly suppressed during the past year.

- We have created a new role, that of part time Communications Officer and Sophia Stileman has recently joined us.
- We will recruit a full team of volunteers and develop our supported volunteer programme to provide more opportunities for volunteers who have extra support needs to also participate in the work.
- We will purchase a new vehicle for the Food Bank – one that is ULEZ compliant to ensure that we can operate across the whole borough after the new restrictions come into force in October.
- In the autumn we intend to start opening the café on Saturdays.
- We are looking forward to working with Glass Door again in the winter and acting as the referral point for homeless people in Richmond to access the winter shelter scheme in churches across the borough.
- In 2022 we hope to develop more supportive services for people who have been resettled – expanding on the previous Roots programme which we sadly had to suspend.
- We will continue to explore the possibility of starting a new service, potentially including a satellite food bank, in Ham.
- With the re-introduction of our trading activities and the opportunities for community fundraising that will open up as pandemic restrictions are lifted, we will aim to reduce the Percentage of our income from grant making trusts from 49% to 40%

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9 Financial Review

Funding Overview

Our total income for the year was £810,885. This included a substantial grant of £129,659 which we received from a charity in Ham which closed, for which we are very grateful. The Trustees have designated this to be used toward the development of a new service in that area. The breakdown of our revenue was:

Individual donor giving & community fundraising	40%
Grant-making Trusts	49%
Government	5%
Company donations	4%
Trading	2%

The low trading % reflects the closure of our Café and Charity Shop for ten months of the past year.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on 16 and 17. The Charity's reserves increased by £173,994 (200 decreased by £113,916). The balance sheet shows total net assets of £416,871 (2020 - £242,877).

Included in total funds are amounts totalling £38,568 (2020 - £56,609) which are restricted. These monies have either been raised for, and their use restricted to, specific purposes, or they comprise grants subject to grantor imposed conditions. Full details of these restricted funds can be found in note 10 to the accounts together with an analysis of movements in the year.

Reserves Policy

The Charity has accumulated reserves of £416,871 (2020 - £242,877). Of these £378,303 (2020 - £186,268) are unrestricted funds.

The Trustees' aim to maintain a prudent level of reserves of 3 months' expenditure of unrestricted funds. This was maintained during the past year.

Fundraising policy

Our Chief Executive and Corporate and Grant Fundraiser have responsibility for submitting grant applications. They are conversant with our policy for fundraising from individual supporters to inform them via our Newsletter and Website of the options for giving. We now have online provision through CAF Giving, Easyfundraising, Virgin Giving, PayPal, and Amazon Smile.

No undue pressure is placed on anyone to give. The Trustees are mindful of their responsibility to ensure the special protection of those who use our services – some of whom are vulnerable adults - from being pressurised.

Salary policy

The pay of all staff is reviewed annually in accordance with our Pay Policy and normally increased in accordance with inflation. Salaries reflect the pay levels in other organisations of a similar size run on a voluntary basis. We pay as a minimum the London Living Wage as per the recommendations of the Living Wage Foundation. Currently this is £10.85 per hour which is reviewed in November each year. All staff who were put on furlough under the Coronavirus Job Retention Scheme were paid their full salary.

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Pension Liabilities

The charity does not have a defined benefit pension scheme. Staff who are eligible are auto-enrolled into a workplace pension with The Peoples Pension. The charity has no pension liabilities apart from an ongoing statutory requirement to pay employer's contribution at a minimum of 3% of salary. The Charity does not pay above this level.

10 Charity Commission Governance Code

The Trustees are mindful of the Charity Commissions' Governance Code for smaller charities and seeks to apply its principles.

11 Trustees' Responsibilities in relation to the Financial Statements

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and Wales 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 Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity 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 Charity and hence to take reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are responsible for the maintenance and integrity of the Charity and financial information included in the Charity's website.

12 Approval

The report of the Trustees was approved by the Trustees on 20 September 2021 and signed on their behalf by:

A handwritten signature in black ink, appearing to read "Peter Flower".

**Peter Flower
Trustee**

Report of the Independent Examiner to the Trustees of the Vineyard Community Centre

I have examined the accounts for the year ended 30 June 2021 on pages 16 to 29, which have been prepared on the basis of the accounting policies set out on pages 19 and 20.

Respective Responsibilities of Directors/Trustees and Independent Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006. They consider that the audit requirements under section 144 of the Charities Act 2011 ("the Act") do not apply but that an independent examination is needed. I have been appointed to conduct an Independent Examination required by section 145 of the Act and to report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts, without performing an audit, and to report to the trustees.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of Independent Examiner's Statement

This report is in respect of an examination carried out under section 145 of the Act and in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes a review of the accounts and making such enquiries as are necessary for this report. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts give a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 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.

A handwritten signature in black ink, appearing to read "John Helm".

John Helm ACA, 20 September 2021

VINEYARD COMMUNITY CENTRE

Statement of Financial Activities (incorporating the Income & Expenditure Account) For the year ended 30 June 2021



	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £
Income from:	2						
Donations and legacies		367,669	426,161	793,830	311,900	309,685	621,585
Charitable activities		9,755	-	9,755	37,103	-	37,103
Other trading activities		7,003	-	7,003	14,242	-	14,242
Investments		297	-	297	156	-	156
Total Income		384,724	426,161	810,885	363,401	309,685	673,086
Expenditure on:							
Raising funds		43,743	-	43,743	74,058	-	74,058
Charitable activities	3	148,946	444,202	593,148	163,953	321,159	485,112
Total Expenditure		192,689	444,202	636,891	238,011	321,159	559,170
Net income/(expenditure) before tax	4	192,035	(18,041)	173,994	125,390	(11,474)	113,916
Tax payable	5	-	-	-	-	-	-
Net income/(expenditure) after tax		192,035	(18,041)	173,994	125,390	(11,474)	113,916
Transfers between funds		-	-	-	-	-	-
Other recognised gains/(losses)		-	-	-	-	-	-
Net movement in funds		192,035	(18,041)	173,994	125,390	(11,474)	113,916
Total funds brought forward		186,268	56,609	242,877	60,878	68,083	128,961
Total funds carried forward		378,303	38,568	416,871	186,268	56,609	242,877

All the above results derive from continuing activities. All gains and losses recognised in the year are included above. The surplus for the year for Companies Act purposes is the same as that presented.

VINEYARD COMMUNITY CENTRE



Balance Sheet As at 30 June 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Fixed Assets					
Tangible Assets	6	-	-	-	-
Current Assets					
Investments	7	50,000	-	50,000	-
Stock	8	-	20,244	20,244	28,552
Debtors	9	7,484	-	7,484	8,982
Cash At Bank And In Hand		329,777	18,324	348,101	213,909
		387,261	38,568	425,829	251,443
Creditors - Amounts Falling Due Within One Year	10	8,958	-	8,958	8,566
Net Current Assets		378,303	38,568	416,871	242,877
Net Assets		378,303	38,568	416,871	242,877
Represented By:					
Restricted Funds	11	-	38,568	38,568	56,609
Unrestricted Income Funds		378,303	-	378,303	186,268
Total Funds		378,303	38,568	416,871	242,877

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006. For the year ended 30 June 2021, the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies. The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act - however, in accordance with Section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report forms part of this document.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with section 386 of the Companies Act 2006
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as is applicable to the company.

They were approved by the Trustees on 20 September 2021 and signed on their behalf by:

Robert Kimmerling, Trustee

Peter Flower, Trustee

Company number: 7669793

VINEYARD COMMUNITY CENTRE

Statement of Cash Flows For the year ended 30 June 2021



	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Net cash flows from operating activities	12	193,628	(9,733)	183,895	102,951
Cash flows from investing activities:					
Dividends, interest and rents from investments		297	0	297	156
Purchase of investments		(50,000)	-	(50,000)	-
Net cash used in investing activities		(49,703)	0	(49,703)	156
Change in cash and cash equivalents in the reporting period		143,925	(9,733)	134,192	103,107
Cash and cash equivalents brought forward		185,852	28,057	213,909	110,802
Cash and cash equivalents carried forward		329,777	18,324	348,101	213,909

**Notes to the Financial Statements
For the year ended 30 June 2021**

I. ACCOUNTING POLICIES

Vineyard Community Centre is a charitable company limited by guarantee and is incorporated in the United Kingdom. The registered office address is The Vineyard, Richmond upon Thames, Surrey TW10 6AQ.

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

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) and the Companies Act 2006.

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

The Charity has availed itself of the Companies Act 2006 and adopted the Companies Act format to reflect the special nature of the Charity's activities.

Going Concern

The Charity is a going concern. Taking into account reserves and anticipated recurring income, the Trustees are confident that the Charity remains a going concern for at least twelve months from the date of approval of these accounts.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Charity has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

Goods donated (including food) and held as stock for distribution by the charity are recognised as voluntary income when received and as stock. An equivalent amount is included as expenditure when stock is distributed.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

No amounts have been included in the financial statements for services donated by volunteers.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Charity is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Charity's principal objects, as outlined in the Report of the Trustees. These include grants payable and governance costs.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Charity. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the one-year or multi-year grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the Charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty as to the timing of the grant or the amount of grant payable.

**Notes to the Financial Statements
For the year ended 30 June 2021**

I. ACCOUNTING POLICIES (continued)

Governance costs are those incurred in connection with the administration of the Charity and compliance with constitutional and statutory requirements, which tasks are undertaken mainly by the Trustees. Governance costs also include costs relating to statutory independent examination and legal fees.

The Charity makes contributions to defined contribution pension schemes for eligible employees. The assets of the schemes are held separately from those of the Charity in an independently organised fund. The pension cost charge represents contributions payable under the scheme by the Charity to the fund. The Charity has no liability under the scheme other than for the payment of these contributions.

Taxation

The Company is a Registered Charity and is therefore exempt from taxation under the Income and Corporation Taxes Acts.

Tangible Fixed Assets

The cost of the vehicle has been capitalised and will be depreciated on a straight-line basis method over the estimated useful life of the asset, which is considered to be five years.

Small capital items (under £1,000 each) are written off in the year of purchase.

Stock

Food and other donated stock held for distribution is recognised as an asset on the charity's balance sheet at fair value, which the charity currently deems to be £1.75 per kilo on an aggregated basis.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising 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 recognised at their settlement amount.

Operating Leases

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the Statement of Financial Activities on a straight-line basis over the minimum lease term.

Funds Structure

Unrestricted income comprises those funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for specific purposes.

Notes to the Financial Statements

For the year ended 30 June 2021

2. INCOME

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Donations & legacies				
Grants & Donations	363,435	295,272	658,707	556,255
Income tax reclaimed	4,234	-	4,234	1,338
Donations in kind (Foodbank stock)	-	130,889	130,889	63,992
	<u>367,669</u>	<u>426,161</u>	<u>793,830</u>	<u>621,585</u>
Charitable activities				
Charity shop sales	7,003	-	7,003	14,243
Works of Love sales	980	-	980	2,445
Cafe & Drop-in	1,772	-	1,772	20,415
	<u>9,755</u>	<u>0</u>	<u>9,755</u>	<u>37,103</u>
Other trading activities - charity shop sales	7,003	-	7,003	14,242
Investments – bank interest	297	-	297	156
	<u>384,724</u>	<u>426,161</u>	<u>810,885</u>	<u>673,086</u>

Charity Shop sales and expenditure have been shown partly as an income generating activity and partly as a charitable activity. This is because the Shop has elements of both activities. There is a charitable element because it is an integral part of the Centre, connects with the community, provides volunteering opportunities for service users and some of the donated goods are given to the homeless & other charities.

Grants include £25,138 (2020 - £17,637) received in relation to the Coronavirus Job Retention Scheme.

2a. Income Analysed by Activity - Summary

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
COVID19, Staff and Core Costs	-	28,330	28,330	96,145
Foodbank	-	276,470	276,470	117,871
Works of Love & Roots	980	17,401	18,381	31,181
Morning Drop-in		50,460	50,460	64,064
Grants	25,138	-	25,138	17,637
Care	-	27,000	27,000	3,200
General Charitable	342,531	26,500	369,031	294,263
Charity Shop sales	14,006	-	14,006	28,485
Café	1,772	-	1,772	20,084
Interest	297	-	297	156
	<u>384,724</u>	<u>426,161</u>	<u>810,885</u>	<u>673,086</u>

Notes to the Financial Statements
For the year ended 30 June 2021

2b. Income Analysed by Activity - Detail

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
COVID19, Staff and Core Costs				
Richmond Parish Lands Charity	-	28,330	28,330	10,250
The Hampton Fund	-	-	-	23,000
Charities Aid Foundation	-	-	-	5,500
London Community Fund	-	-	-	27,395
William Grant	-	-	-	30,000
	0	28,330	28,330	96,145
Foodbank				
Donations of Food	-	130,889	130,889	63,992
Chesterton Foundation	-	-	-	10,000
Cooperative Community Fund	-	-	-	6,322
Kew Fair	-	-	-	1,284
Heathrow Community Fund	-	-	-	2,500
Richmond Parish Lands Charity	-	10,000	10,000	-
Garnett Foundation	-	14,082	14,082	-
Asda/Trussell Trust	-	8,671	8,671	4,100
The Charlotte Wade Charity	-	1,500	1,500	-
Stephen Roberts Memorial Trust	-	600	600	1,200
Barnes Fund	-	6,712	6,712	6,712
James Wise/Margaret Jeannie Hindley Charitable Trusts	-	500	500	-
WRAP	-	8,619	8,619	-
The Pret Foundation	-	-	-	9,770
Churches	-	5,772	5,772	645
Individuals	-	64,623	64,623	5,342
Companies	-	22,605	22,605	4,252
Community Organisations	-	1,897	1,897	1,752
	0	276,470	276,470	117,871
Works of Love & Roots				
Paypal Foundation	-	-	-	-
Richmond Parish Lands Charity	-	16,900	16,900	7,028
Heathrow Community Fund	-	-	-	2,375
Congregational Federation	-	-	-	100
Benevity	-	-	-	992
Faith Ventures	-	-	-	6,098
Austin & Hope Pilkington	-	-	-	2,000
Basketmakers Company	-	-	-	500
Goldsmiths	-	-	-	3,000
Sales	980	-	980	2,445
Individuals	-	501	501	3,193
Companies	-	-	-	2,210
Community Organisations	-	-	-	1,240
	980	17,401	18,381	31,181

Notes to the Financial Statements
For the year ended 30 June 2021

2b. Income Analysed by Activity – Detail (continued)

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Morning Drop-in				
Richmond Parish Lands Charity	-	1,650	1,650	1,349
The Pret Foundation	-	6,860	6,860	-
Stephen Roberts Memorial Trust	-	600	600	-
Arnold Clarke Community Fund	-	1,000	1,000	-
Society of the Holy Child Jesus	-	20,000	20,000	-
The Charlotte Wade Trust	-	1,500	1,500	-
Navigating Crisis	-	9,966	9,966	-
Fine and Country foundation	-	3,000	3,000	-
Rowan Bentall Trust	-	-	-	504
Glass Door	-	-	-	213
Charities Trust	-	-	-	75
Souter	-	-	-	2,000
Leathersellers	-	-	-	3,000
Drapers	-	-	-	5,000
Alchemy Foundation	-	-	-	500
Toyota Fund	-	-	-	1,550
Vintners Company	-	-	-	5,000
Albert Hunt	-	-	-	5,000
London Catalyst	-	4,500	4,500	5,345
Richmond Charities	-	-	-	3,500
Wade Trust	-	-	-	3,000
MHCLG/Homeless Link	-	-	-	24,927
Sales	-	-	-	331
Individuals	-	784	784	1,170
Companies	-	600	600	1,400
Churches	-	-	-	200
	0	50,460	50,460	64,064
Grants				
Coronavirus Job retention Scheme	25,138	-	25,138	17,637
	25,138	0	25,138	17,637
Care				
Heathrow Community Fund	-	-	-	3,000
The Hampton Fund	-	23,000	23,000	-
Hospital Saturday Fund	-	4,000	4,000	-
Coop	-	-	-	200
	25,138	27,000	27,000	3200

Notes to the Financial Statements
For the year ended 30 June 2021

2b. Income Analysed by Activity – Detail (continued)

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
General Charitable				
Richmond Parish Lands Charity	-	-	-	10,000
Double O Charity	-	-	-	5,000
William Grant	-	-	-	1,845
Beatrice Laing Trust	-	2,500	2,500	-
Screwfix Foundation	-	5,000	5,000	-
Bernard Sunley Foundation	-	5,000	5,000	-
London Catalyst	-	5,000	5,000	-
Allchurches	-	1,500	1,500	-
Heathrow Community Fund	-	5,000	5,000	-
Help The Homeless	-	2,500	2,500	-
Sisters of the Holy Cross Charitable Trust	10,000	-	10,000	-
The Margaret and David Walter Trust	3,000	-	3,000	-
The Autumn Stone Foundation	5,000	-	5,000	-
Other Trusts	164,886	-	164,886	-
Churches	11,214	-	11,214	11,496
Community Organisations	4,096	-	4,096	20,720
Income tax reclaimed	4,234	-	4,234	1,338
Individuals	114,877	-	114,877	167,553
Council	11,650	-	11,650	-
Events	206	-	206	60,495
Companies	13,368	-	13,368	15,816
	342,531	26,500	369,031	294,263
Charity Shop sales	14,006	-	14,006	28,485
Café, Drop-in and Work of Love	1,772	-	1,772	20,084
Interest	297	-	297	156
	384,724	426,161	810,885	673,086

3. EXPENDITURE

3a. EXPENDITURE ON RAISING FUNDS

	Direct costs £	Support costs £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Charity Shop	9,481	9,803	19,284	-	19,284	34,374
Other fundraising	24,459	-	24,459	-	24,459	39,684
	33,940	9,803	43,743	0	43,743	74,058

Notes to the Financial Statements
For the year ended 30 June 2021

3. EXPENDITURE (continued)

3b. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs £	Support costs £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Morning Drop In	61,152	59,116	34,102	86,166	120,268	118,306
Richmond Foodbank	251,238	39,411	4,316	286,333	290,649	144,415
Community Café	38,769	19,607	58,376	-	58,376	58,786
Works of Love and Roots	33,188	29,558	28,944	33,802	62,746	90,991
Care	31,551	29,558	23,208	37,901	61,109	54,977
	415,898	177,250	148,946	444,202	593,148	467,475

The shop is administered substantially by unpaid volunteers and consequently no costs have been allocated to this activity.

3c. ALLOCATION OF 2021 SUPPORT COSTS TO CHARITABLE AND FUNDRAISING EXPENDITURE

	Staff & personnel costs £	Office costs £	Premises costs £	Other costs £	2021 Total £	2020 Total £
Fundraising (see note 3a)	9,803	-	-	-	9,803	21,330
Charitable activities (see note 3b)	81,408	8,265	81,359	6,218	177,250	169,926
	91,211	8,265	81,359	6,218	187,053	191,256

Support costs have been allocated on an actual basis for the most part. Where this is not possible, a reasonable percentage apportionment has been adopted between fundraising and charitable costs.

Notes to the Financial Statements

For the year ended 30 June 2021

3. EXPENDITURE (continued)

3d. STAFF COSTS

Included within expenditure are the following staff costs:

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Salaries	123,953	172,849	296,802	250,747
Employer's National Insurance	23,929	-	23,929	18,369
Employer's Allowance	(2,000)	-	(2,000)	(1,500)
Pension contributions	6,734	-	6,734	6,357
	152,616	172,849	325,465	273,973
Of which the following staff costs were in respect of Key Management Personnel:	70,771	23,000	93,771	113,396

The average number of employees of the Charity in the year was 16 (2020: 14), 9.72 full-time equivalent (2020 8.75). No remuneration was paid to any of the Trustees in 2021 or 2020 (but see the related party notes in note 14). The expenses of the trustees amounting to £nil (2020: £nil) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

3e. GIFTS & GRANTS

Direct charitable activities include grants and financial support of £6,223 (2020: £8,201) made to 159 (2020: 215) beneficiaries in furtherance of the charity's objects as follows:

	2021 £	2021 £	2021 Number	2020 Number
Vineyard Life Church	-	-	-	-
Individuals and Trusts	6,223	8,201	159	215
	6,223	8,201	159	215

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging:

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Depreciation – owned assets	-	-	-	1,500
Payments under operating leases	37,961	-	37,961	41,550
Independent Examiner's remuneration	810	-	810	810

Notes to the Financial Statements

For the year ended 30 June 2021

5. TAXATION

As a charity, Vineyard Community Centre is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the Charity.

6. FIXED ASSETS

A van was purchased in June 2015 for £7,500. Depreciation is over five years at £1,500 per annum and commenced in the 2015-16 financial year. The net book value at 30 June 2021 was £nil.

7. CURRENT ASSET INVESTMENT

Investment in Green Pastures Loan stock with Green Pastures CBS Ltd. The trustees agreed to invest £50,000 in the 30th issue of Loan Stock commencing the 4th of December 2020 for one year at 1% interest.

8. STOCK

	2021 £	2020 £
Foodbank stock	20,244	28,522

9. DEBTORS

	2021 £	2020 £
Gift Aid and Coronavirus Job Retention Scheme claim receivable	4,742	6,512
Other debtors and prepayments	2,742	2,470
	7,484	8,982

10. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Accruals and deferred income	1,969	3,089
Other creditors including taxation and social security	6,989	5,477
	8,958	8,566

Notes to the Financial Statements
For the year ended 30 June 2021

II. RESTRICTED FUNDS

IIa Current year

	At 1 July 2020 £	Income £	Expenditure £	Transfers £	At 30 June 2021 £
Richmond Foodbank	31,752	276,470	271,799	-	36,423
IT and refurbishment	-	26,500	26,500	-	-
Morning Drop in	16,050	50,460	64,365	-	2,145
Works of Love and Roots	5,500	17,401	22,901	-	-
Care	-	27,000	27,000	-	-
COVID19, Staff and Core costs	3,307	28,330	31,637	-	-
	56,609	426,161	444,202	-	38,568

Restricted fund income headings are aligned with the charity's core activities. These are fully described in the report of the trustees on pages 4 to 12.

IIb Prior Year

	At 1 July 2019 £	Income £	Expenditure £	Transfers £	At 30 June 2020 £
Richmond Foodbank	34,297	117,871	120,416	-	31,752
IT and refurbishment	6,436	30,000	36,436	-	-
Morning Drop in	1,708	63,733	49,391	-	16,050
Works of Love and Roots	19,960	28,736	43,196	-	5,500
Care	-	3,200	3,200	-	-
COVID19, Staff and Core costs	5,682	66,145	68,520	-	3,307
	68,083	309,685	321,159	-	56,609

Notes to the Financial Statements
For the year ended 30 June 2021

12. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	192,035	(18,041)	173,994	113,916
Adjustments for:				
Depreciation charges	-	-	-	1,500
Interest from investments	(297)	-	(297)	(156)
(Increase)/decrease in stocks	-	8,308	8,308	(13,341)
(Increase)/decrease in debtors	1,498	-	1,498	(4,398)
Increase/(decrease) in creditors	392	-	392	5,430
Net cash provided by operating activities	193,628	(9,733)	183,895	102,951

13. OPERATING LEASE COMMITMENTS

The total future minimum lease payments under non-cancellable operating leases are payable:

	2021 £	2020 £
Not later than one year	16,764	24,328
Later than one year and not later than five years	67,056	65,310
Later than five years	11,176	27,212
	94,996	116,850

14. RELATED PARTY TRANSACTIONS

The spouses of Robert Kimmerling (Enid) and Peter Flower (Sandra) are Managing Trustees of The Vineyard Congregational Church, a Registered Charity which operates under the name of The Vineyard Life Church. The Holding Trustee is the Congregational Federation Ltd. Peter Flower is also a Managing Trustee of The Vineyard Congregational Church.

The Charity received from The Vineyard Life Church grants of £2,000 (2020: £1,500) and made payments to The Vineyard Life Church of £23,047 (2020: £32,971) in respect of rent, refurbishment, cleaning, light, heat and water.

The Key Management Personnel (Chief Executive, Head of Care Services and Development Manager) received aggregate gross remuneration of £82,363 (2020: £99,491).

The Trustees received no salaries, benefits or expenses. Income includes donations received from Trustees of £810 (2020: £680).

15. MEMBERS

The Charity is a company limited by guarantee. The Members of the Charity are the Trustees named on Page 2. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.