

**VINEYARD COMMUNITY CENTRE**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 30 JUNE 2022**



**REGISTERED CHARITY**  
**NUMBER 1143951**

**COMPANY LIMITED BY GUARANTEE**  
**NUMBER 7669793**

**Annual Report and Financial Statements 2021- 2022**  
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## VINEYARD COMMUNITY CENTRE



### Legal & Administrative Information For the year ended 30 June 2022

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<b>Charity Name</b>	Vineyard Community Centre
<b>Charity Registration no</b>	1143951. The charity was first registered with the Charity Commission on 23 September 2011.
<b>Company Registration no</b>	7669793 company limited by guarantee.
<b>Principal Address</b>	The Vineyard, Richmond upon Thames, Surrey TW10 6AQ.
<b>Telephone, e-mail and web-site</b>	T - 020 8439 9435 E – <a href="mailto:info@vineyardcommunity.org">info@vineyardcommunity.org</a> W – <a href="http://www.vineyardcommunity.org">www.vineyardcommunity.org</a>
<b>Governing Document</b>	Memorandum and Articles of Association dated 14 June 2011 as amended by special resolution on 12 September 2011.
<b>Objects</b>	<ol style="list-style-type: none"><li>1. The advancement of the Christian faith for the public benefit in Richmond-upon-Thames, Surrey.</li><li>2. The relief of need and sickness in the community with a focus on helping those who are socially or economically disadvantaged; and</li><li>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.</li></ol>
<b>Trustees</b>	Robert Kimmerling (Chairman) David Smith (Vice Chairman) Peter Flower (Company Secretary) Lydia Palmer Stephen Langridge Paul McArdle Linda Masuwa (resigned 27 June 2022)
<b>Chief Executive</b>	David Logan from 1 <sup>st</sup> April 2022 (previously Mark Palframan who resigned 31 <sup>st</sup> December 2021).
<b>Key Management Personnel</b>	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, and the Operations Manager.
<b>Bankers</b>	Barclays Bank plc, PO Box 13, 8 George Street, Richmond, Surrey TW9 1JU
<b>Independent Examiner</b>	John Helm ACA Simply Churches Limited 17 Heathville Road London N19 3AL

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The Trustees submit their report and the financial statements of Vineyard Community Centre ("the Charity") for the year ended 30th June 2022. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (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 and the Board meets quarterly.

The Chief Executive meets the Chairman, Vice Chairman and Company Secretary regularly 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 especially with the recent changes from the Charities Act 2022.

#### **Risk Management**

The major risk which the charity has been aware of, particularly during the disruption caused by the pandemic and its aftermath, 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.

A complete review was undertaken of our safeguarding policies for vulnerable adults as well as for children, and approved by the Board of Trustees. Our Vice Chairman is the lead Trustee for safeguarding.

#### **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 a large number of organisations with a similar vision. These are detailed later in the Report in Section 6.



## Annual Report of the Trustees For the year ended 30 June 2022

### 2. About The Vineyard

#### The Need

We are mindful of comment made by Manny Hothi, CEO of the Trust for London on the publication of the 2022 London Poverty Profile: *The last two years have seen the scale and complexity of London's challenges worsen; the situation is difficult, but our city is a resilient one, and the community spirit and energy of those fighting for change is what gives many of us hope. We will need to work together and harness this, using every tool available to us to tackle these problems and ensure that nobody has to live a life of poverty.* While Richmond does better than average on 13 out of the 18 indicators used in the profile, it has specific issues with rough sleeping, hidden poverty and loneliness.

The borough 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.

Since the influx of refugees as a result of the war in Ukraine, the borough has received a large number of additional people with urgent needs for whom we are working with partner organisations. Since April we have instituted emergency support as is explained later in this report.

#### **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. We are an innovative Christian charity that provides help and support for those in need. We opened in March 2012 and this year celebrated our Tenth Anniversary. We held a number of events throughout the year to celebrate both this incredible milestone and all of those who made it possible.



10 years of Vineyard Community, with our guests, local refugees and local MP, Sarah Olney [top left, centre].

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



# VINEYARD COMMUNITY CENTRE

## Annual Report of the Trustees For the year ended 30 June 2022



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 three satellite foodbanks located across the borough in Barnes, Whitton and Hampton.

We are grateful to Mark Palframan, our previous Chief Executive for his commitment and hard work during the last two challenging years of the pandemic. He left us in December 2021 to become the Director of the Hackney Night Shelter, and we wish that he will be blessed in this role.

We are very grateful to Fiona Brennan, our interim Operations Manager, who managed the charity over a four-month period while we recruited Mark's replacement.

Her role has now been made permanent making the organisation more streamlined and efficient in our service management, decision-making and operations.

We appointed Sopha Stileman to the new position of Communications Officer last year and the results of her excellent skills in social media and e-communications have been very evident.

### 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. All our staff work part-time, and we are assisted by c140 volunteers.

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 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 Crisis Drop-in and Care services
- Community Nursing Clinic
- Richmond Foodbank
- The Vineyard Studio (formally Works of Love and Roots)



- Community Café
- Vineyard Charity Shops
- Hub for Ukrainian refugees.

### 4. Overview of the last twelve months

#### 4.1 A difficult year

We began the year with each of our departments recently reopened, and in some cases remodelled, following the pandemic lockdowns and restrictions, and with each one taking stock of its own set of bespoke challenges and opportunities for recovery and development. The journey from that point over the last twelve months has been mixed across our services.

We continue our focused provision of *'Help in Crisis and Hope for Life'* for those suffering and most vulnerable in our society. We are filled with thankfulness for the opportunity over ten years to serve our local community and particularly those most marginalised who face complex crises and struggle with a variety of multiple disadvantages. We are grateful for those we serve, as well as our volunteers, partners, supporters and staff for the way in which they have faithfully journeyed with us to build an inclusive, transformative and supportive community.



The various services we have provided during the last year:  
Crisis Drop-in, Foodbank Refugee Work, Community Café, and Volunteer Teams

#### 4.2 Summary of our front line crisis services

Our Crisis Drop-in and Nursing service, Mental Health Therapy and Triage sessions, holistic Case Work, Recovery and Accommodation Pathway services, and our various support work and advocacy partnerships, have all experienced an increase in engagement; sadly, many pandemic-related support and funding offers have come to an end. Two good examples of this were a) the closure of the government's *'Everyone In'* initiative at the beginning of the year which, through an array of accommodation partnerships, offered anyone sleeping rough on the streets a place of emergency temporary shelter and b) the ending of the Covid-19 funding of our adapted Food Bank service.



Our Foodbank work, having come through a huge increase in demand during the pandemic, saw the heightened level of immediate crisis reduce over the first few months of the year as we slowly returned to an in-person and partner referral approach for the service; we also moved away from our adapted pandemic delivery driver service model. However, this fall in demand did not last for long, and due to the combined impact of the cost-of-living crisis and the arrival of large numbers of Ukrainian refugees, the numbers of those using our Foodbank began to rise sharply again and continues to increase. We are helping 60% more people than we were just before the pandemic started in 2020, with 25% more people coming to us in need since April 2022.

### 4.3 Summary of other departments

Our self-sustaining, social enterprise, and community-building initiatives such as our Charity Shops, our new therapeutic education and employment project, The Vineyard Studio, and our Community Café, all had a difficult task ahead in setting about their recovery and they experienced slow, but steady re-engagement from the local community, attending in person again.

The progress of our two shops has been very positive with slow, but steady improvement.

The Vineyard Studio, (previously called Works of Love) has completed a promising pilot that will now lead to a full-service launch in the Spring 2023.

Our Community Café also experienced some intermittent good quality but low volume re-engagement with positive outcomes coming out of the pandemic. But unfortunately, it has not managed to return to its pre-pandemic levels of success and will require some redevelopment, which we are currently assessing.

### 5. Delivering our Crisis Services

#### 5.1 Overview

Our Head of Care Services, Sue Hodder, has continued to lead our daily crisis Drop-In with a holistic support work provision through Tom McDonald our Drop-in Supervisor and Lucia Bramble-Boyd our Community Nurse together with many volunteers. Our crisis services have gone through a significant slow and steady increase in demand over the year. We have managed to deliver a highly successful service that has resulted in some of the best quality collaborative casework in our ten-year history, with excellent sustainable outcomes for many of our most entrenched and vulnerable guests experiencing multiple and complex disadvantages.

Our lead Caseworker, David Logan, who joined during the 2020 lockdowns to support the team in designing and delivering an adapted service model for our most vulnerable and hard-to-reach homeless guests, as already noted, was appointed our new CEO in April 2022. Due to his promotion, and despite him carrying on with some particularly vulnerable and urgent cases, we had a short period when our multi-agency casework team was weakened due to understaffing. Since then, we have been able to recruit and train our new caseworker, Harry Ginns. He joined in June and is now proving an effective new appointment restoring the strength of our crisis services team back to much-needed full capacity.



Guests at our Christmas lunch held in the Vineyard Life Church

**Case study:** SG returned to the UK after having become stranded overseas during the global pandemic lockdowns. He called us on the phone, explaining he was a destitute 89-year-old homeless man with a broken foot and no money or food. Due to his immobility, our Caseworker, David met him at the location in Teddington from where he was calling.



## Annual Report of the Trustees For the year ended 30 June 2022

From there we got him access to two stints of emergency temporary accommodation, reconnected with his old GP, helped him into a few stays in hospital to address his health issues, supported him in getting his pension which had been stopped. He gained Housing Benefit for the first time in his long life, and moved into sheltered housing in his childhood neighbourhood. Grants were obtained to have his flat furnished and arrangements made with the foodbank to help his food poverty and often days-long periods of hunger. GS now attends the Centre weekly with a laptop, that we were able to provide him through a generous individual supporter donation, in order to carry out writing and the translation work he enjoys. As we sat down with him last week, he suddenly produced a picture of him with the late Queen Elizabeth II when she visited the school where he was a teacher back in the 1970's. In a recent interview with one of our crisis service partners, he explained...

*'I'm thankful to God that I found this place... that I called and got David and the team on the phone. They've been working with me for some months now and absolutely everything has changed. They could not be a more supportive collective of people, and so trustworthy and knowledgeable on how to help. I still ask their advice on things. I really had slipped into a life-or-death situation for a while there last year, with my age, health challenges, no money, no food. Vineyard Community has been the deciding difference, and so I'm alive, happy, and no longer so terribly worried and uncomfortable.'*



Our morning Crisis Drop-in

### 5.2 Crisis service outputs

**Crisis Drop-in:** over the year we saw 418 different individuals in need of complex crisis support, of whom 302 were men, 109 were women, and 7 others who chose not to share this information.

We have provided 10,691 free hot breakfasts, given out 936 changes of clothes (amounting to 2,184 items of clothing) and provided 1,751 showers for our guests.

There have been 992 casework appointments and 64 individuals have been assisted into accommodation. In addition, we have hosted partnership appointments including 1,456 partner accommodation support appointments, 144 training and employment appointments, and 79 general advice appointments.

**Nursing Clinic:** our Community Nurse, Lucia Bramble-Boyd, runs our two 2-hour clinics each week during the morning Crisis Drop-in. 124 guests attended the clinic and a total of 439 appointments were made over the year. 26 of these were vulnerable people experiencing complex crisis' who were new to our service and who had never attended a clinic with a nurse before. 11 came for an individual health check and advice. 66 for short-term health problems such as blood pressure monitoring, minor dressings, skin issues, hearing difficulties, and dietary advice.





21 guests came for support and advice with longer-term health problems which included, chronic, long term disease management. 32 attended who experienced mental health problems. Sadly, 70% of our crisis services guests are struggling with mental health breakdown.

## **6. Our partner organisations**

We have been able to grow and develop our partnerships and collaborations over the last year in response to the increased level and diversity of need of our guests. We now host staff from the Richmond Community Drug and Alcohol Service (RCDAS) and We Are With You (WAWY) - the local community recovery teams, Glass Door for accommodation advice and pathways for those experiencing street homelessness, and the Salvation Army Employability Pathway for our guests seeking training and employment opportunities. The Citizen's Advice Bureau has reinstated its weekly Crisis Drop-in for people needing help with a range of life challenges such as benefits access, debt managements, need advocacy. The T.B. Mobile Assessment and Treatment Unit is now attending reliably again.

In addition to developing these partnerships we have also worked to secure some new ones that are now also a regular part of our service, such as SPEAR Health Link, to help people engage with and attend health services, and Social Prescriber Link Workers who bring people to us for help with the social components of their health challenges. Crosslight Advice has collaborated with us on some particularly specialist debt cancellation and management cases, and we now have a weekly Mental Health clinic set within our crisis services that delivers short therapy, triage and referral sessions to our most vulnerable guests experiencing acute mental health challenges.

Our crisis service partnerships with SPEAR homeless outreach team, Street Navigators for people entrenched in long-term street homelessness, Forgotten Feet podiatrist service for vulnerable people, SPECTRA HIV and Hepatitis C testing and treatment referral service for vulnerable people, and the frequent referrals to our local GPs, including monthly clinic sessions and regular vaccinations, particularly with our closest GP, Dr Jacob at Vineyard Surgery, have all remained stable, reliable and effective throughout the year at the same level of service.

All of the above means that we continue to develop an increasingly effective holistic environment and broad ranging service.

**6.1 Glass Door:** it has been a joy and privilege to continue to work closely and effectively with their high-quality case workers who are based in the Centre. Gemma (and now in addition, Andrew) and intermittently, Lewis, are working together to hold 5 sessions each week. These provide transformative practical support, advocacy, and knowledgeable advice.

**Case study:** after a month on the streets, WD heard about our crisis drop-in, received some hot food, clothing, a shower and was introduced to a Glass Door support worker. He was a young man, very disturbed by his traumatic past, with mental health challenges, and dealing with gang threats of violence. Gemma from Glass Door and our team were able to work together to support him into emergency accommodation, help him access benefits and mental health care, and ensure he could regularly access healthy hot meals.

**Outputs:** our Glass Door partnership team collaborated with us on the cases 215 of our guests this year, and working together in our Centre, these are just a few of the following outcomes achieved: 41 were housed, 19 were able to now receive benefits, 12 were supported to secure crucial ID documents, 4 became employed and 3 evictions were prevented.

**6.2 SPEAR:** The local authority funded, outreach team from SPEAR, hold two sessions here each week. A team of their outreach workers visit our Crisis Drop-in centre once a week and on Friday's they send two Health Link workers and a volunteer to work with guests who attend here in collaboration with Caseworker, and our multi-agency partnership team. This partnership plays a key role in us being able to transition some of the most vulnerable people attending our services from living on the streets into emergency temporary accommodation and sustainable healthcare and support. These partnerships played their part, through 21 of our guests moving off the streets and 17 of our guests gaining the support they needed to access healthcare.



**Annual Report of the Trustees  
For the year ended 30 June 2022**

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**6.3 Salvation Army Employment Plus U.K.:** Lucy, currently on maternity leave, and now Wayne, have continued to attend our daily crisis drop-in sessions. This year they have met with 21 of our guests, and then on an ongoing one-to-one basis with 6 of those people, supporting 2 into employment, 2 with their CV's, 1 with gaining their CSC Construction Eligibility Card, 2 with accessing drug and alcohol recovery support, and the rest still in progress as they seek to faithfully help people along the long and very challenging road out of long-term unemployment.

**Case study:** *'I was in tears, suicidal and scared, with my life fallen apart when I first got here. Meeting David and then working with Lucy and Gemma was unbelievable. They cared and, surprisingly for me, really were actually able to help with so much, and so quickly. I'm in the best position I've been in for such a long time in life now. Things are better again with my son. I couldn't have seen any hope for this kind of outcome back then. It's been amazing and every day I'm thankful to God, and for Vineyard and the people there.'* – BA

**6.4 The Hepatitis C Trust:** David has continued to attend weekly the Crisis Drop-in, including on request when we have a new guest who would like to meet him and be tested for Hep C. This year 186 guests have been tested. David said:

*"The partnership with Vineyard Community has been incredible this year. The sheer amount of vulnerable people at risk that we have been able to reach and help due to the kind of work Vineyard Community does and the compassionate and welcoming environment they create, has meant people's health and lives in general have so clearly improved through this collaboration."*

**6.5 Multiple Disadvantage and Crisis Support Workers:** Alice and Jordan have been a great new asset to our team. This work is particularly challenging and takes a great amount of time, energy and resources as it targets working with and supporting change for those most entrenched, most chaotic, and most at risk. With such 'hard to reach' people there is much trauma and distrust and it has been excellent to see the lives of those guests change and flourish for the first time in many years, even decades, due to the work we've been able to carry out on four cases this year. In three of these remarkable and sustainable positive transformation has taken place, but sadly in one case, whilst she had begun to make some encouraging progress, our much-loved guest, FW, died at too young an age as a result of her multiple long-term challenges.

**6.6 Health Link:** Arturo and Stuart have been able to skillfully and patiently build some very strong relational connections with some of our other 'hard-to-reach' guests, resulting in some long hoped for sustainable outcomes.

**Case Study:** SH, is a refugee whom we met upon discharge from the local mental healthcare ward, after he attempted suicide.

*'Things are very good. It's good to be off the streets after six years outside. My doctor is good, you guys here at Vineyard and Health Link, all very good. I just need to keep getting help with my English and Driver's License and going to my church with my friends. My stress is not so bad now. It's good.'* – SH

**6.7 RCDAS (Richmond Community Drug and Alcohol Services) working alongside WAVY (We Are With You) and the Pathway Team:** Paul from RCDAS runs a session within the Crisis Drop-in once a week. Gabrielle from WAVY volunteers four sessions a week, and now their colleague, Terese comes every Friday supporting those with long term recovery needs and challenges. This partnership has been highly effective in the lives of our vulnerable guests during the past year. In addition to 91 being supported Paul, Gabrielle and Terese assisted 11 of our most vulnerable and disengaged guests by taking food from the Vineyard Community to them on the streets where they live, sleep, beg and scavenge to survive.

**Case Study:** WH, is a Romanian who was struggling with a severe alcohol dependency, shaking and continually in danger of falls. We were able to support him in his recovery from alcohol dependency, learn vital cooking, IT and Smartphone life skills, which then led him to being in healthy and positive contact with his daughters again despite his fear of rejection. We helped him access healthcare and as a result his health is slowly improving. He shared with us recently how it has felt to be restored to being a loving father again after years of having abandoned any hope for such a turnaround, and he is currently seeking volunteering opportunities as he would like to make the same difference in the lives of others that he has experienced in being helped.



**6.8 Vet on the Hill:** we were delighted to start up a new partnership with Dr Scott Miller from this local veterinary practice for those with pets in need of care that they cannot afford to have treated.

Dr Miller is well known nationally with his TV series 'Vet on the Hill'.

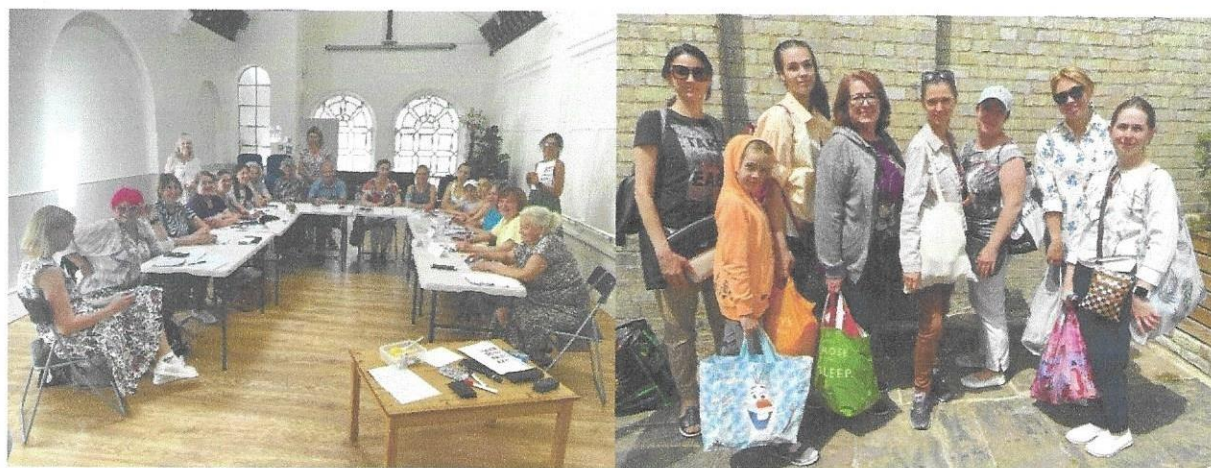
#### **6.9 Richmond Ukrainian Refugee Hub**

In early March this year we began to have increasing numbers of Ukrainian refugees arriving and also attending the Vineyard Life Church. They experienced deep and complex trauma and needed urgent help. We contacted and were contacted by other local organisations interested in supporting them, learning that Richmond has c2,500 which has one of the highest concentrations of Ukrainian refugees in the UK. Since then, we have provided support to them and their host families through our highly collaborative and coordinated work with other organisations and individuals in our borough.

**Working collaboratively:** we helped set up and coordinate a borough collaboration known as the 'Richmond Ukrainian Refugee Hub' comprising the Vineyard, the Ukrainian Social Hub (USH), Refugees Welcome in Richmond (RWInR), Prosperity Café, Barnes Community Association and College (BCA), and with wider referral links to many other excellent local community partners. These include Richmond and Hillcroft Adult Community College (RHACC), Multicultural Richmond (MR), as well as our Vineyard Studio and the Richmond Foodbank and a variety of local churches and charities.

Many of those responding to the crisis were not doing so with registered charitable status. We were able to act as a temporary umbrella body to accept individual and trust donations and funds that were being offered and then distribute them to where they were being most effective for the refugees. We have done this on a short term, temporary basis until some of these organisations gain charitable status.

We would like to record our thanks to RPLC and The Hampton Fund, for their ready and generous support without which none of the above would have been achieved.



- Vineyard Studio & BCA English courses, and Foodbank support of local Ukrainian refugees facing crisis



# VINEYARD COMMUNITY CENTRE

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Key elements of this joint work have been expert support work, rooms provided by the Vineyard Life Church for English classes, and very importantly, a gathering space in our Café for Ukrainians and their families and hosts to meet, share information, as well as support one another. Other activities include dance classes, and cultural performances to celebrate and communicate their national culture.

We have been helping and supporting refugees from various countries and crises over our ten years of work; however, this particular crisis is very different in terms of the numbers involved and the urgency of their situation. There has been much to learn from the experience to strengthen our work supporting those in acute need.

**Case Study:** *'After fleeing my home in Ukraine, I first came to Vineyard Community in May to visit their hub for Ukrainian refugees. As I've attended, I have made friends, improved my English, and been able to access important pieces of life support. About a month after coming, a Vineyard staff member asked me to act as an interpreter between my fellow refugees and them. Upon noticing my ability for this, I got a job at a local organisation interpreting and overseeing the upkeep of the website and social media communications for Ukrainian refugees. I love it. It's developing me and I am getting to do something that I find really interesting and that helps others from my home country in the same difficult position as me.'* – AL

*'I arrived having travelled through many countries from my hometown of Kyiv, 75 years old, exhausted, and unable to speak or understand a word of English. When I got here my host was having a breakdown and did not have enough space for me. Vineyard Community helped me get rehoused, get furniture, learn English, get access to benefits, a smartphone and tablet, have food from their Foodbank and to join a church community. I am very fortunate to have learned about this place and meet them.'* PZ

**Outputs:** we have been able to support 605 Ukrainian refugees and assist 501 of them to obtain benefits and financial support. 277 refugees have been supported by the collaboration to access education for their children and themselves. We have provided, by hosting and referral, English classes for 235 people. Working together we have enabled the solving of 30 crises arising between hosts and refugees. We have helped 10 refugee families access accommodation and provided crisis finance grants to 9 families in desperate financial circumstances. We have also been able to support 55 refugees into employment and volunteering.

The work has been visited, supported, and highly commended by Sarah Olney MP, Munira Wilson MP, Cllr Chris Varley, Cllr Paulina Vassileva, Cllr Chas Warlow, local business and commerce leaders, community leaders, and the community in general at large. We have had great support from local individuals and families.

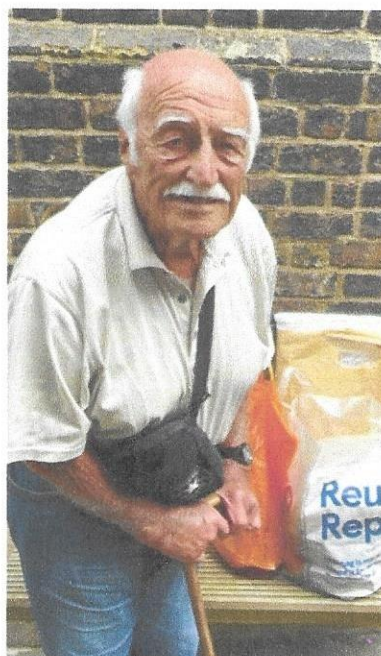
### 7 Our Food Poverty Services

We gratefully work in partnership with Trussell Trust (TT) in the delivery of our food to those experiencing food poverty in our community.

At the beginning of the year the need was still high due to the pandemic, but this began to slowly drop. Caroline Ewart was employed as our Food Bank Manager, a post that had been vacant for some time. Unfortunately, eight months later, due to personal circumstances, she resigned and we appointed Paul Beadle, an experienced manager in April. He has begun to reshape the service, where required, and responded quickly to the new and increased needs. His appointment has allowed us to better respond to these unforeseen and fast-moving changes in a measured way. We are grateful to all our foodbank satellite managers, staff and volunteers who kept a swift and steady service in play despite being under some stress at times.

We have been able to strengthen some operational work recently, including the development of volunteer training and the introduction and coordination of volunteer briefing and debriefing meetings as part of each Foodbank session. We have been able to accrue updated risk assessments at all our sites, clarifying and improving on the service delivery relationships post-pandemic. We have taken significant strides in the recruitment of a team of back-up volunteers to step in at short notice in moments of difficulty, and we have begun to record volunteer hours to show the impact of our volunteers to both encourage them and our supporters on the community value of our work.





- Food, glorious food, volunteers, and vulnerable guests experiencing food poverty

**Food donation partners:** the demand for our Foodbank donation support from other charities and community organisations across the borough dropped significantly as the lockdown restrictions were lifted and we found it was longer necessary to supply the same level of food donations previously given to partnering projects. These were the Isleworth, Southall and Willesden Foodbanks, RUILS, Richmond Aid, Christchurch and Salvation Army 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, Epsom Dog Rescue Centre, and local schools and churches.

We returned to ensuring reliable supplies for our Foodbanks in Richmond, Barnes, Whitton, and Hampton where a sustained high level of need has arisen to the emerging cost of living crisis as well as the refugee crises. Both have led to a 25% increase in demand; at the same time, we face the challenge of supporters no longer being able to afford to donate funds or food at the same level as previously. This has resulted in a significant drop in donations. We have worked hard, therefore, to develop new partnerships and grow our existing ones. 12 new Tesco stores have become part of our partnership network from whom we regularly collect donations using volunteer drivers. We have been also helped by increased donations of fresh food from our partners at City Harvest and the Felix Project.



In August last year, we bought a new, large Ford Transit Van, which is ULEZ compliant, to enable us to transfer stock to and from our small distribution centre in Hampton. Also, to carry out a few deliveries to those who are housebound. We are grateful for all who donated to our appeal for this vehicle.

We are hugely thankful too, for our partnership with Trussell Trust which enables us to be part of their highly effective and supportive network. They help us to deliver an effective service, measure our impact, and analyse and record stock levels.

Their new 'Help Through Hardship' helpline using expert Citizen Advice staff, gives guests reliable advice to help



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minimise the impact of poverty whilst also issuing food vouchers for those in need to receive help from us.

**Case study:** P lives with his partner and two young children. He first needed help due to a change in his work circumstances. Things are slowly improving now for him and his family, but they still need to use the food bank about once a month. As he explained...

*"I came to the food bank after Covid restricted my work hours, responsibilities, and wages. I felt so ashamed that I couldn't support my family. But with help from the Foodbank here and a kind ear from the volunteer I was soon back on my feet with food in mine and the children's bellies. It was such a relief knowing there were people there to help and listen but not judge us. Thank you doesn't seem enough to say."*

**Outputs:** we served and supported 5,959 people this year. 57% of our food parcels are going to vulnerable individuals and 45% have provided food for families finding it impossible to cover living costs.

We are now braced for a huge increase in demand especially from October 2022 with the huge increases in energy costs announced.

We will continue provide a safe, non-judgemental, and welcoming holistic service across all our sites.

### **8 Hope for Life empowerment services**

#### **The Vineyard Studio**

The Vineyard Studio is a project that we piloted this year to provide vocational training courses with recognised qualifications and employment opportunities. These courses are focused on creativity, building community for vulnerable people experiencing social isolation, and improving wellbeing and personal confidence. The courses also give an opportunity to make quality goods from recycled materials for sale to help support our work.

During the pilot 73, new vulnerable and socially isolated participants took courses, with 8 of them receiving recognised Teaching Assistant qualifications, and 26 completing English courses upon recent arrival in the UK from the Ukraine. 5 of these moved into paid employment, and 4 of them moved into volunteer roles in our other services. Within the pilot phase of the project, we have had 92 people take part, delivered 16 courses, 228 classes, with 874 student slots. The pilot has meant a development towards the growth of a variety of genuine employment and move-on opportunities.



Creative work made by new Vineyard Studio students

We have been collaborating with external speakers, presenters, and support workers on a range of topics including sessions on Returning to Work with our new employment pathway partnership, Mental Health with Richmond Borough MIND and Learning English and Settling into Life in the UK, as part of the new initiative with our recent refugee hub partners.

*'I couldn't speak any English but now I can talk to the lovely family who have given me shelter in their home, my doctor, the bus driver. I can understand the tube and trains and going to the shop. I am so happy with the classes at Vineyard Studio. They have completely changed my experience of life here in England – UA*

*'It was a wonderful space and provision for my daughter and I, and we came away very excited about what we had learned together in the Parent and Child Summer Courses. It has meant a lot' – JS*



## Annual Report of the Trustees For the year ended 30 June 2022

*'I am so grateful to Vineyard Studio. I was looking for a place to learn, but I found more than that. I have joined a place where people have welcomed and embraced me. This has been so precious to me in this incredibly difficult moment in my life. Thank you to everyone involved in this brilliant work!' – TK*

### 9. Social Enterprise and Self-Sustainment Work

#### 9.1 Vineyard Charity Shops

It has been a considerable challenge to recover from the impact of the pandemic. However, under the leadership of our new management team of Ewa Skinder and Von Mould, we have done well, with sales month-by-month increasing, and moving towards and even passing pre-pandemic levels.

Our new second (pop-up) shop in Paradise Road, has established itself well in its first year and become a 'destination' shop that provides, not only boutique quality items at bargain prices, but also a strong sense of community, and social inclusion.

The premises have been provided gratis by the generosity of RPLC which we are very grateful.



The Vineyard Shop Team celebrating our 10 Year Anniversary

Our original shop at the Centre has also had a fruitful year. It has always been a place of support and community for those struggling and marginalised and continues to be so, as well as having developed significantly in its organisation and ability to provide a high level of sales of good quality bargains to help us with our running costs.

#### 9.2 Vineyard Community Cafe



- Community Café Chef, Kim and Angie our Café Supervisor with their new 5 Food Hygiene Star rating and some top-quality food.

The Community Café also faced a difficult year in of recovering from being closed throughout the pandemic and has made a significant loss financially and missionally. Angie, Kim, and their small team of volunteers have worked very hard and put in an immense amount of effort in trying to turn the café around and recover the situation and we are delighted they



gained a full 5 Star Food Hygiene rating. Catering for other local organisations like the Public Health Network, The Poppy Factory and hosting smaller regular support groups like the Crafty Minds Art Therapy and a Creative Writing group has been positive. But sales, and community and volunteering engagement has been less than before the pandemic. We are therefore reviewing our plans for the future to ensure they are aligned in meeting the needs of our local community, and particularly those most vulnerable within it.

#### **10. The Vineyard Community**

##### **10.1 Vineyard Community Volunteers**



- Our Foodbank and Crisis Drop-in Volunteers

We spent some time this tenth year pausing to acknowledge and give thanks both to and for our tremendous team of faithful, skilful, and dedicated volunteers, who have stuck with us on the journey through both the rough and the smooth and always with a smile and readiness to help.

So many of our volunteers are vulnerable people with lived experience who have been through the mill themselves. Many have even gone through the journey of first coming to us for help and then, after some recovery, transitioned into our team, delivering our services with us, fulfilling their ambition to help others just as they have been helped. One such volunteer, WM, had this to say:

*'I was street homeless and alcoholic for 39 years. If it hadn't been for the people here, I'd be dead, or still living like that, which is as good as dead. They've helped me loads in every area of my life – getting sober for 7 years now and counting, getting housed, into healthcare, onto benefits, volunteering. I love coming here and spending time with and helping the guys I used to be on the streets with, or other men and women just like me, in that terrible place I was in. And I really enjoy that I can help the team out with the little tasks I do each day to keep the place clean and operating well. Long may it continue.'* – WM

##### **10.2 Corporate and Charitable Organisation Partnerships**

Our corporate partnerships were hard-hit during the pandemic with staff working remotely and with us not being able to meet personally to maintain personal contact. We are happy to report that slowly but surely, we are beginning to see this specific aspect of our community-building and connection show renewed signs of life.

Annual Report of the Trustees  
For the year ended 30 June 2022

We would like to particularly express thanks to the teams at the many businesses and organisations for their vital support in our recovery period from the pandemic. Those who helped financially are shown on pages 27-29.

**11 Winning of Richmond Chamber of Commerce's Highly Commended Charity Work**



This year, at the annual business awards organised by the Richmond Chamber of Commerce and local business community, we received the Highly Commended Charity/Non-Profit award for our ten years of service to the community, our adapted and much-increased provision to the increased need experienced during the pandemic, and for our response to the recent Ukrainian refugee crisis. David and his wife, Jen are shown above accepting the award from the Mayor of Richmond upon Thames, Cllr Julia Cambridge, on behalf of all our staff and volunteers.

**12 Friends and Supporters**

We are thankful to all who regularly support us with their time, expertise, regular financial and food donations, and prayers, many of them for some years now throughout our first ten years in this work.

**13 Future Development**

Having faced the challenges of the pandemic and lockdowns, as well as the continuing Ukrainian refugee crisis, we are bracing ourselves for the huge the cost of living crisis challenge. During the lockdowns and aftermath, it was difficult to maintain our community connections and support and so we are working on restoring these and building renewed partnership across sectors within the borough. We recognise that we are going to need increased help, financial support and donations of food and goods to meet the increasing needs of those in crisis.

**14 Financial Review**

**14.1 Funding Overview**

Our total income for the year was £535,952. The breakdown of our revenue was:

Individual donor giving & community fundraising	44%
Grant-making Trusts	36%



## Annual Report of the Trustees For the year ended 30 June 2022



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Government	0%
Company donations	2%
Trading	18%

The low trading % of the Café was a result of sluggish sales after re-opening which continued throughout the year.

Our business plan for the year included an objective of reducing our reliance on grant funding from 49% (2020-21) to 40%. In this coming year we aim to increase grant funding to the target of 40% through the targeted work of our new Grant Manager.

### 14.2 Financial Activity and Financial Position

The departure of our two main fundraising staff, and the reduction of events fundraising and community support during pandemic lockdowns and restrictions, as well as the slow recovery of revenue from our shops and café, has impacted our income this year.

We now have a full complement of staff again and are determined to meet the budget agreed by the Board. We have several core running cost applications submitted to grant funders, our shops are recovering, we are in the midst of the setting up new community partnerships and fundraising events overseen by David Logan. Our new, experienced Grants Manager, Tracey Mallinson is working with him on a fundraising strategy for recovery. The streamlining of our services will also assist towards a healthy financial sustainability.

The Statement of Financial Activities and Balance Sheet can be found on pages 21 and 22. The Charity's reserves decreased by £121,952 (2021 increased by £173,994). The balance sheet shows total net assets of £294,919 (2021 - £416,871).

Included in total funds are amounts totalling £34,319 (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 11 to the accounts together with an analysis of movements in the year.

### 14.3 Reserves Policy

The Charity has accumulated reserves of £294,919 (2021 - £416,871). Of these £260,600 (2021 - £378,303) 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.

### 14.4 Fundraising policy

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

No 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.

### 14.5 Salary policy

The pay of all staff is reviewed annually in accordance with our Salary 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. We are mindful of the steep rise in the cost of living over the last few months and its impact on our staff.



#### 14.6 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.

#### 15 Charity Commission Governance Code

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

#### 16 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.

#### 17 Approval

The report of the Trustees was approved by the Trustees on 10<sup>th</sup> October 2022 and signed on their behalf by:

**Peter Flower**  
Trustee



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

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I have examined the accounts for the year ended 30 June 2022 on pages 21 to 33 which have been prepared on the basis of the accounting policies set out on pages 24 and 25.

### 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", is written over a horizontal line.

John Helm ACA



# VINEYARD COMMUNITY CENTRE



## Statement of Financial Activities (incorporating the Income & Expenditure Account) For the year ended 30 June 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £
<b>Income from:</b>	2						
Donations and legacies		117,385	316,694	434,079	367,669	426,161	793,830
Charitable activities		63,105	-	63,105	9,755	-	9,755
Other trading activities		35,832	-	35,832	7,003	-	7,003
Investments		600	-	600	297	-	297
Other		2,336	-	2,336	-	-	-
<b>Total Income</b>		<b>219,258</b>	<b>316,694</b>	<b>535,952</b>	<b>384,724</b>	<b>426,161</b>	<b>810,885</b>
<b>Expenditure on:</b>							
Raising funds	3a	45,966	-	45,966	43,743	-	43,743
Charitable activities	3b	290,995	320,943	611,938	148,946	444,202	593,148
<b>Total Expenditure</b>		<b>336,961</b>	<b>320,943</b>	<b>657,904</b>	<b>192,689</b>	<b>444,202</b>	<b>636,891</b>
<b>Net (expenditure)/income before tax</b>	4	<b>(117,703)</b>	<b>(4,249)</b>	<b>(121,952)</b>	<b>192,035</b>	<b>(18,041)</b>	<b>173,994</b>
Tax payable	5	-	-	-	-	-	-
<b>Net (expenditure)/income after tax</b>		<b>(117,703)</b>	<b>(4,249)</b>	<b>(121,952)</b>	<b>192,035</b>	<b>(18,041)</b>	<b>173,994</b>
Transfers between funds		-	-	-	-	-	-
Other recognised gains/(losses)		-	-	-	-	-	-
<b>Net movement in funds</b>		<b>(117,703)</b>	<b>(4,249)</b>	<b>(121,952)</b>	<b>192,035</b>	<b>(18,041)</b>	<b>173,994</b>
Total funds brought forward		378,303	38,568	416,871	186,268	56,609	242,877
<b>Total funds carried forward</b>		<b>260,600</b>	<b>34,319</b>	<b>294,919</b>	<b>378,303</b>	<b>38,568</b>	<b>416,871</b>

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



## Statement of Cash Flows For the year ended 30 June 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
<b>Fixed Assets</b>					
Tangible Assets	6	-	18,494	18,494	-
<b>Current Assets</b>					
Investments	7	50,000	-	50,000	50,000
Stock	8	-	10,088	10,088	20,244
Debtors	9	4,741	-	4,741	7,484
Cash At Bank And In Hand		213,407	5,737	219,144	348,101
		268,148	15,825	283,973	425,829
<b>Creditors - Amounts Falling Due Within One Year</b>	10	7,548	-	7,548	8,958
<b>Net Current Assets</b>		<b>260,600</b>	<b>15,825</b>	<b>276,425</b>	<b>416,871</b>
<b>Net Assets</b>		<b>260,600</b>	<b>34,319</b>	<b>294,919</b>	<b>416,871</b>
<b>Represented By:</b>					
Restricted Funds	11	-	34,319	34,319	38,568
Unrestricted Income Funds		260,600	-	260,600	378,303
<b>Total Funds</b>		<b>260,600</b>	<b>34,319</b>	<b>294,919</b>	<b>416,871</b>

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 2022, 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 10<sup>th</sup> October 2022 and signed on their behalf by:

*Robert Kimmerling*

*Peter Flower*

**Robert Kimmerling, Trustee**

**Peter Flower, Trustee**



# VINEYARD COMMUNITY CENTRE

## Statement of Cash Flows For the year ended 30 June 2022



	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
<b>Net cash flows from operating activities</b>	12	(116,970)	9,607	(107,363)	183,895
<b>Cash flows from investing activities:</b>					
Dividends, interest and rents from investments		600	-	600	297
Purchase of property, plant and equipment		-	(22,194)	(22,194)	-
Purchase of investments		-	-	-	(50,000)
<b>Net cash used in investing activities</b>		<b>600</b>	<b>(22,194)</b>	<b>(21,594)</b>	<b>(49,703)</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>(116,370)</b>	<b>(12,587)</b>	<b>(128,957)</b>	<b>134,192</b>
<b>Cash and cash equivalents brought forward</b>		<b>329,777</b>	<b>18,324</b>	<b>348,101</b>	<b>213,909</b>
<b>Cash and cash equivalents carried forward</b>		<b>213,407</b>	<b>5,737</b>	<b>219,144</b>	<b>348,101</b>





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## 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.



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## 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 these 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 £1.94 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.



# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



### 2. INCOME

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Donations & legacies				
Grants & Donations	104,240	218,886	323,126	658,707
Income tax reclaimed	12,145	-	12,145	4,234
Donations in kind (Foodbank stock)	-	97,808	97,808	130,889
Legacies	1,000	-	1,000	-
	<u>117,385</u>	<u>316,694</u>	<u>434,079</u>	<u>793,830</u>
Charitable activities				
Charity shop sales	35,833	-	35,833	7,003
Works of Love sales	268	-	268	980
Cafe & Crisis Drop-in	27,004	-	27,004	1,772
	<u>63,105</u>	<u>0</u>	<u>63,105</u>	<u>9,755</u>
Other trading activities - charity shop sales	35,832	-	35,832	7,003
Investments – bank interest	600	-	600	297
Other	2,336	-	2,336	-
	<u>219,258</u>	<u>316,694</u>	<u>535,952</u>	<u>810,885</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 £nil (2021 - £25,138) received in relation to the Coronavirus Job Retention Scheme.

### 2a. Income Analysed by Activity - Summary

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
COVID19, Staff and Core Costs	-	35,000	35,000	28,330
Foodbank	-	162,674	162,674	276,470
Morning Crisis Drop-in	-	66,571	66,571	50,460
Works of Love & Roots	268	6,900	7,168	18,381
Grants	-	-	-	25,138
Care	-	28,000	28,000	27,000
General Charitable	119,721	17,549	137,270	369,031
Charity Shop sales	71,665	-	71,665	14,006
Café	27,004	-	27,004	1,772
Interest	600	-	600	297
	<u>219,258</u>	<u>316,694</u>	<u>535,952</u>	<u>810,885</u>

# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



### 2b. Income Analysed by Activity - Detail

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
<b>COVID19, Staff and Core Costs</b>				
Richmond Parish Lands Charity	-	35,000	35,000	28,330
	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>28,330</b>
<b>Foodbank</b>				
Donations of Food	-	97,808	97,808	130,889
Rowan Bentall Charitable Trust	-	500	500	-
Round Table Lodge of Middlesex	-	250	250	-
The Neighbourly Foundation Sainsbury	-	1,000	1,000	-
SHOCC St Mary's	-	1,150	1,150	-
Richmond Parish Lands Charity	-	-	-	10,000
Garnett Foundation	-	-	-	14,082
Asda/Trussell Trust	-	1,010	1,010	8,671
The Charlotte Wade Charity	-	1,800	1,800	1,500
Stephen Roberts Memorial Trust	-	575	575	600
Barnes Fund	-	6,000	6,000	6,712
James Wise/Margaret Jeannie Hindley Charitable Trusts	-	-	-	500
Stella Symons Charitable Trust	-	600	600	-
WRAP	-	-	-	8,619
Churches	-	149	149	5,772
Individuals	-	44,876	44,876	64,623
Companies	-	2,862	2,862	22,605
Community Organisations	-	4,094	4,094	1,897
	<b>0</b>	<b>162,674</b>	<b>162,674</b>	<b>276,470</b>
<b>Morning Crisis Drop-in</b>				
Richmond Parish Lands Charity	-	1,015	1,015	1,650
The Pret Foundation	-	9,410	9,410	6,860
Stephen Roberts Memorial Trust	-	-	-	600
Arnold Clarke Community Fund	-	-	-	1,000
Society of the Holy Child Jesus	-	-	-	20,000
The Charlotte Wade Trust	-	-	-	1,500
Navigating Crisis	-	-	-	9,966
Fine and Country foundation	-	3,000	3,000	3,000
Charities Trust	-	125	125	-
Souter Charitable Trust	-	3,000	3,000	-
Garfield Weston	-	25,000	25,000	-
Albert Hunt Trust	-	5,000	5,000	-
London Catalyst Fund	-	3,500	3,500	-
Richmond Charities	-	4,200	4,200	4,500
The Autumn Stone Foundation	-	5,000	5,000	-
Community Organisations	-	920	920	-
Individuals	-	3,422	3,422	784
Companies	-	2,632	2,632	600
Churches	-	347	347	-
	<b>0</b>	<b>66,571</b>	<b>66,571</b>	<b>229,614</b>



# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



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

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
<b>Works of Love &amp; Roots</b>				
Richmond Parish Lands Charity	-	6,900	6,900	16,900
Sales	268	-	268	980
Individuals	-	-	-	501
	<b>11,405</b>	<b>17,549</b>	<b>28,954</b>	<b>34,505</b>
<b>Grants</b>				
Coronavirus Job retention Scheme	-	-	-	25,138
	<b>0</b>	<b>32,000</b>	<b>0</b>	<b>25,138</b>
<b>Care</b>				
The Hampton Fund	-	23,000	23,000	23,000
Burdett Trust	-	5,000	5,000	-
Hospital Saturday Fund	-	4,000	4,000	4,000
	<b>575</b>	<b>32,000</b>	<b>32,000</b>	<b>27,000</b>
<b>General Charitable</b>				
Richmond Parish Lands Charity	-	16,549	16,549	-
Stephen Roberts Memorial Trust	575	-	575	-
William Grant Foundation	-	1,000	1,000	-
The Charlotte Wade Trust	1,800	-	1,800	-
Double O Charity	1,500	-	1,500	-
Matthews Wrightson Charity Trust	1,800	-	1,800	-
Hounslow Indoor Bowling Club	230	-	230	-
Beatrice Laing Trust	-	-	-	2,500
Screwfix Foundation	-	-	-	5,000
Bernard Sunley Foundation	-	-	-	5,000
London Catalyst Fund	500	-	500	5,000
Allchurches	-	-	-	1,500
Heathrow Community Fund	-	-	-	5,000
Help The Homeless	-	-	-	2,500
Sisters of the Holy Cross Charitable Trust	-	-	-	10,000
The Margaret and David Walter Trust	5,000	-	5,000	3,000
The Autumn Stone Foundation	-	-	-	5,000
Other Trusts	4,151	-	4,151	164,886
Churches	10,242	-	10,242	11,214
Community Organisations	6,095	-	6,095	4,096
Income tax reclaimed	12,145	-	12,145	4,234
Individuals	67,680	-	67,680	114,877
Council	94	-	94	11,650
Events	-	-	-	206
Companies	6,909	-	6,909	13,368
Legacies	1,000	-	1,000	-
	<b>119,721</b>	<b>17,549</b>	<b>137,270</b>	<b>369,031</b>

# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



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

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Charity Shop sales	71,665	-	71,665	14,006
Café, Crisis Drop-in and Work of Love	27,004	-	27,004	1,772
Interest	600	-	600	297
	<b>219,258</b>	<b>316,694</b>	<b>535,952</b>	<b>810,885</b>

### 3. EXPENDITURE

#### 3a. EXPENDITURE ON RAISING FUNDS

	Direct costs £	Support costs £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Charity Shop	19,140	5,740	24,880	-	24,880	19,284
Other fundraising	21,086	-	21,086	-	21,086	24,459
	<b>40,226</b>	<b>5,740</b>	<b>45,966</b>	<b>0</b>	<b>45,966</b>	<b>43,743</b>

#### 3b. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs £	Support costs £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Morning Drop In	86,914	70,715	80,963	76,666	157,629	120,268
Richmond Foodbank	195,670	58,892	60,121	194,441	254,562	290,649
Community Café	67,912	47,126	107,570	7,468	115,038	58,376
Works of Love and Roots	26,051	23,591	38,830	10,812	49,642	62,746
Care	11,533	23,534	3,511	31,556	35,067	61,109
	<b>388,080</b>	<b>223,858</b>	<b>290,995</b>	<b>320,943</b>	<b>611,938</b>	<b>593,148</b>

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



# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



### 3. EXPENDITURE (continued)

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

	Staff & personnel costs £	Office costs £	Premises costs £	Other costs £	2022 Total £	2021 Total £
Fundraising (see note 3a)	5,740	-	-	-	5,740	9,803
Charitable activities (see note 3b)	159,967	9,718	37,176	16,997	223,858	177,250
	<b>165,707</b>	<b>9,718</b>	<b>37,176</b>	<b>16,997</b>	<b>229,598</b>	<b>187,053</b>

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.

#### 3d. STAFF COSTS

Included within expenditure are the following staff costs:

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Salaries	228,215	118,988	347,203	296,802
Employer's National Insurance	18,491	8,387	26,878	23,929
Employer's Allowance	(2,000)	-	(2,000)	(2,000)
Pension contributions	5,193	3,068	8,261	6,734
	<b>249,899</b>	<b>130,443</b>	<b>380,342</b>	<b>325,465</b>
Of which the following staff costs were in respect of Key Management Personnel:	<b>45,368</b>	<b>28,318</b>	<b>73,686</b>	<b>93,771</b>

The average number of employees of the Charity in the year was 19 (2021: 16), 11.61 full-time equivalent (2021: 9.72). All our staff are part-time. No remuneration was paid to any of the Trustees in 2022 or 2021 (but see the related party notes in note 14). The expenses of the trustees amounting to £nil (2021: £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 £13,490 (2021: £6,223) made to 252 (2021: 159) beneficiaries in furtherance of the charity's objects as follows:

	2022 £	2021 £	2022 Number	2021 Number
Vineyard Life Church	-	-	-	-
Individuals and Trusts	13,490	6,223	252	159
	<b>13,490</b>	<b>6,223</b>	<b>252</b>	<b>159</b>

# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



### 4. NET (EXPENDITURE)/INCOME

Net (expenditure)/income is stated after charging:

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Depreciation – owned assets	-	3,700	3,700	-
Payments under operating leases	26,942	6,900	33,842	37,961
Independent Examiner's remuneration	810	-	810	810
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

### 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 2015 for £7,500 and a second van in 2022 for £22,194. The first van is fully depreciated. Depreciation in the year on the second van was £3,700. The net book value at 30 June 2021 was £18,494.

### 7. CURRENT ASSET INVESTMENT

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

### 8. STOCK

Foodbank stock

2022 £	2021 £
<u>10,088</u>	<u>20,244</u>

### 9. DEBTORS

Gift Aid and Coronavirus Job Retention Scheme claim receivable  
Other debtors and prepayments

2022 £	2021 £
2,744	4,742
1,997	2,742
<u>4,741</u>	<u>7,484</u>



# VINEYARD COMMUNITY CENTRE

## Notes to the Financial Statements For the year ended 30 June 2022



### 10. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Accruals and deferred income	810	1,969
Other creditors including taxation and social security	6,738	6,989
	<b>7,548</b>	<b>8,958</b>

### 11. RESTRICTED FUNDS

#### 11a Current year

	At 1 July 2021 £	Income £	Expenditure £	Transfers £	At 30 June 2022 £
Richmond Foodbank	36,423	162,674	185,195	-	13,902
Refugees	-	16,549	-	-	16,549
Morning Drop in	2,145	66,571	65,286	-	3,430
Works of Love and Roots	-	6,900	6,900	-	-
Care	-	28,000	28,000	-	-
Staff and Core costs	-	36,000	35,562	-	438
	<b>38,568</b>	<b>316,694</b>	<b>320,943</b>	<b>-</b>	<b>34,319</b>

#### 11b Prior 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	-	-
	<b>56,609</b>	<b>426,161</b>	<b>444,202</b>	<b>-</b>	<b>38,568</b>

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 19.



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

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Net (expenditure)/income for the reporting period (as per the statement of financial activities)	(117,703)	(4,249)	(121,952)	173,994
Adjustments for:				
Depreciation charges	-	3,700	3,700	-
Interest from investments	(600)	-	(600)	(297)
(Increase)/decrease in stocks	-	10,156	10,156	8,308
(Increase)/decrease in debtors	2,743	-	2,743	1,498
Increase/(decrease) in creditors	(1,410)	-	(1,410)	392
Net cash provided by operating activities	<b>(116,970)</b>	<b>9,607</b>	<b>(107,363)</b>	<b>183,895</b>

## 13. OPERATING LEASE COMMITMENTS

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

	2022 £	2021 £
Not later than one year	29,688	16,764
Later than one year and not later than five years	86,856	67,056
Later than five years	-	11,176
	<b>116,544</b>	<b>94,996</b>

## 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 (2021: £2,000) and made payments to The Vineyard Life Church of £25,836 (2021: £23,047) in respect of rent, refurbishment, cleaning, light, heat and water.

The Key Management Personnel (Chief Executive and Head of Care Services) received aggregate gross remuneration of £64,801 (2021: £82,363).

The Trustees received no salaries, benefits or expenses. Income includes donations received from Trustees of £460 (2021: £810).

## 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.