

WOOLWICH SERVICE USERS PROJECT

England & Wales - Charity number 1175999

Details

Other names WSUP

Status Registered

Legal form CIO

Registered 2017-11-29

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

Contact

Address Wsup
107 Brookhill Road
London
SE18 6BJ

Phone 02083166558

Email info@wsupwoolwich.org

Website wsupwoolwich.org

Activities

Objects: - THE RELIEF OF FINANCIAL HARDSHIP AMONG PEOPLE LIVING OR WORKING IN WOOLWICH AND THE SURROUNDING AREA BY PROVIDING SUCH PERSONS WITH GOODS/SERVICES WHICH THEY COULD NOT OTHERWISE AFFORD THROUGH LACK OF MEANS- THE RELIEF OF THE PHYSICAL AND MENTAL SICKNESS OF PERSONS IN NEED BY REASON OF ADDICTION TO DRUGS AND ALCOHOL, IN PARTICULAR BY THE PROVISION OF COUNSELLING AND SUPPORT- TO RELIEVE THE MENTAL AND PHYSICAL SICKNESS OF PERSONS RESIDENT IN WOOLWICH AND THE SURROUNDING AREA - THE RELIEF OF THE SICK-POOR LIVING IN WOOLWICH AND THE SURROUNDING AREA EITHER GENERALLY OR INDIVIDUALLY THROUGH THE PROVISION OF GOODS OR SERVICES

Activities: The Charity aims to provide support to people in Woolwich who are in financial, mental and/or physical difficulty through a number of on site services such as a food bank, counselling and provision of hygiene care. The Charity provides an area where community members can gather without conflict or judgement.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, The Prevention Or Relief Of Poverty
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** IN WOOLWICH AND THE SURROUNDING AREA
- Bexley
- Greenwich
- Lewisham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£184,977	£248,274	-	-
2024-03-31	£460,687	£98,787	-	-
2023-03-31	£32,737	£30,654	-	-
2022-03-31	£35,098	£24,290	-	-
2021-03-31	£28,230	£21,956	-	-

Trustees

Name	Role	Appointed
James Billingham	Chair	2024-10-15
CHRISTOPHER DAVID HILL		2017-11-29
David Cordery		2023-06-01
Dr Derek Colvin Abel		2024-06-11
Emma Parla		2026-05-01
TEJINDER VIRDHEE		2017-11-29

WOOLWICH SERVICE USERS PROJECT

England & Wales - Charity number 1175999

Accounts

Charity Number: 1175999

WOOLWICH SERVICE USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

WOOLWICH SERVICE USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

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WOOLWICH SERVICE USERS PROJECT
LEGAL & ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2025

Legal and administrative information

Charity number	-	1175999
Trustees	-	T Virdhee C Hill D Cordery J Billingham – appointed 15 October 2024 D Abel
Registered address	-	107 Brookhill Road Woolwich London SE18 6BJ
Accountants	-	Simpson Wreford LLP Chartered Accountants & Registered Auditors Wellesley House Duke of Wellington Avenue Royal Arsenal London SE18 6SS
Bankers	-	Barclays Bank 41 Woolwich New Road London SE18 6ET

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report, together with the financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the Charity's Trust Deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (effective 1 January 2019).

Reference and administrative details

Woolwich Service Users Project CIO ("the Charity") is registered with the Charity Commission of England and Wales, under registration number 1175999. The principle operating address is 107 Brookhill Road, Woolwich, London SE18 6BJ.

The Trustees who served in the period were:

Tracy Stringfellow – resigned

Andrea Leach – resigned November 2024

Tejinder Virdhee

Christopher Hill (Chair)

J Mercer – resigned

D Cordery

D Abel – appointed 11 June 2024

James Billingham – appointed 15 October 2024

S Ghuman – resigned May 2024

S Datta – resigned May 2024

The Board of Trustees sets the strategic direction and supports Darek Karwacki, CEO, in delivering the Charity's objectives.

Governance

The Charity is registered with The Charity Commission as a Charitable Incorporated Organisation (CIO). The Charity was registered on 29 November 2017 and commenced charitable activities from this date.

The Charities Act 2011 creates the basic legal framework for the CIO and the governing document is the Charities Commission Association Model CIO Constitution.

Appointment and nomination of Charity Trustees

Appointed Charity Trustees

Except for the initial Trustees, all subsequent appointments are made for a term of no less than three years and approved by ordinary resolution at a properly convened meeting.

When appointing new Trustees, the Board considers the skills, knowledge, and experience required to ensure the effective governance and administration of the Charity.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

Induction and training of Charity Trustees

New Trustees receive an induction briefing outlining the Charity's aims, objectives, and operational framework. Each Trustee then undertakes a six-month observation period prior to formal appointment, subject to satisfactory performance.

Ongoing training and development are provided to ensure Trustees can fulfil their responsibilities effectively, with additional training authorised by the Board where specific skills gaps are identified.

Retirement and removal of Charity Trustees

A Trustee ceases to hold office if they:

- Retire by written notice (provided a quorum remains in place);
- Are absent without permission for six months and the Board resolves to vacate their position;
- Die or become incapacitated as confirmed by a medical practitioner; or
- Are disqualified under sections 178–180 of the Charities Act 2011.

Decision making

The Charity has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the Charity's powers include power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The Charity must comply, as appropriate, with sections 124 and 125 of the Charities Act 2011 if it wishes to mortgage land;
- buy, take on lease or in exchange, hire, or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Charity must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the Charity. The Charity may employ or remunerate a Charity Trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to Charity Trustees and connected persons) of the Charity's constitution and provided it complies with the conditions of those clauses; and
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the Charity to be held in the name of a nominee, in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000.

Risk management

The Trustees have identified the major risks to which the Charity may be exposed and have implemented systems and procedures to manage and mitigate risks effectively.

Vision, Ambition, and Values

Vision:

A community free from hardship and housing instability.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE PERIOD ENDED 31 MARCH 2025

Ambition:

To prevent, and ultimately end, homelessness within our local community through compassionate, practical support that empowers individuals to rebuild their lives with dignity and stability.

Our Values – The Nine Charity Cornerstones

1. No Judgment – We welcome every person without stigma or prejudice.
2. Inclusion – We create a space where everyone belongs.
3. Dignity – We treat every individual with respect and compassion.
4. Radical Listening – We listen deeply and honour each person's story.
5. Empathy – We meet people where they are, seeking to understand.
6. Kindness – We offer meaningful support with care and humanity.
7. Professionalism – We act with integrity, accountability, and reliability.
8. Solidarity – We stand alongside people experiencing homelessness.
9. Advocacy – We work with partners to change systems and perceptions that sustain homelessness.

Strategic Priorities for 2025-2028

1. Lived Leadership:
Ensure that lived experience guides decision-making, co-production, and service design.
2. A Great Place to Work:
Prioritise the wellbeing and development of staff and volunteers, fostering a safe and supportive environment.
3. Public Presence:
Strengthen our profile to communicate impact, increase engagement, and build long-term support.
4. Ambition-Led Funding:
Pursue funding aligned with our mission, allowing sustainable growth and service enhancement.

Charitable Activities and Public Benefit of the Charity

The Trustees have complied with their duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

Core Activities

The Charity provides direct support to people in the local community facing financial, mental, or physical difficulties and creates a safe, non-judgmental space where individuals can connect and rebuild stability.

Use of volunteers

The Charity has worked with 40 volunteers during the year to 31 March 2025 across a range of activities.

- **Volunteer management**
Volunteer managers receive additional training and development to support coordination and supervision responsibilities.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

Volunteer roles include:

Volunteers can carry out varied roles to meet individual knowledge, skills, and experience. WSUP also offers opportunities for personal development for volunteers with individual learning needs. Typical volunteer tasks might include:

- Preparing the main hall, kitchen and showers for daily use i.e. setting up tables and chairs; preparing clothing bank; preparing reception desk; and clearing the hall at the end of service.
- Staffing the reception point, meeting and greeting service users and general visitors, taking details, and ensuring service users are aware of acceptable codes of conduct.
- Carrying out regular health and safety inspections, risk assessments, and ensuring any faults or risks are reported to the supervisory/management team.
- Food service and preparation.
- Administrative functions i.e. preparing documents and information for service users.
- Administration of donations such as clothing and food.
- Providing digital inclusion support.

Number of hours volunteers work

Each service session lasts approximately six hours, with some flexibility depending on volunteer availability. Service sessions are held each week on Monday, Tuesday, and Saturday, ensuring consistent support for our community.

The Charity also employs four full-time and one part-time staff members who manage all aspects of the organisation and oversee volunteers to ensure the smooth and consistent delivery of services.

Financial review

The Statement of Financial Activities on page 9 shows an unrestricted reserve of £368,606 at the year end.

The principle funding source is donations from the public, local business contributions and grants.

Significant grants received during the period include:

- National Lottery Fund £19,500
- GHFC – Delivery strand £23,236
- B&Q Foundation £10,000
- ASDA foundation £10,266
- Healthier Communities £7,066
- Albert Hunt Trust £7,000
- Mind £3,294

The legacy gift of £360,000, received in the previous financial year has enabled us to recruit additional staff and expand our services to reach more people in need. This generous contribution has significantly strengthened our capacity to deliver support and ensure the long-term sustainability of our programmes.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance

During the period, the Charity has made the following progress in relation to the Objects of the Charity section outlined above:

- Recruited a CEO, Darek Karwacki, to strengthen strategic leadership and direction;
- Upgraded management information systems to enhance outcome tracking and demonstrate measurable impact;
- Adapted service delivery to respond to evolving community needs;
- Completed a comprehensive review of all policies and procedures;
- Strengthened core management staffing to ensure continuity and organisational stability;
- Expanded engagement with local authorities, businesses, and the wider community;
- Continued to develop mechanisms that support sustainable funding applications;
- Won a prestigious Royal Borough of Greenwich Business Award 2024 in Health and Wellbeing category;
- Become an accredited Living Wage Employer;
- Become a member of Homeless Link, Citizens UK, NVCO;
- Become South East London Chamber of Commerce charity of the year for the next two years;
- Carried out a feasibility study to inform the development of "Pivot House", trauma-informed accommodation provision.

Plans for future periods

The key aims for 2025/26 are:

- Building upon the strong foundations established in recent years;
- Continue to support CEO to strengthen strategic leadership and focus;
- Appoint a Health Coordinator to develop a public health programme and establish systems for tracking its impact;
- Establish a formal Risk Register to identify potential risks and implement effective mitigation measures.
- Recruit an experienced full-time Fundraiser to help ensure consistent annual surpluses and strengthen the Charity's long-term financial sustainability.
- Identify and/or refurbish suitable local office space to accommodate management and operational staff effectively.
- Develop and expand our services including:
 - Partnering with the local authority's housing inclusion teams to support people experiencing homelessness;
 - Establish an Independent Modern Slavery Advisor (community-based floating support model) as identified in our Pivot House feasibility study
- Achieve Investing in Volunteers national accreditation.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

Statement of responsibilities of the Trustees

The Trustees are responsible for preparing financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the surplus or deficit of the Charity for that period. The Trustees are responsible for preparing the Trustees Report and the financial statements in accordance with the Charities Act 2011.

In preparing those financial statements the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

Following the substantial legacy received in 2023, the Charity's reserves are being utilised to expand and sustain community services, while actively pursuing additional funding to support ongoing operations and gradually rebuild reserve levels.

This approach will continue until a suitable strategic capital investment, such as a new building project, is identified and approved.

The trustees seek to maintain a level of reserves equivalent to 6 months running costs, based on current performance this is around £125,000.

The current reserve balance for unrestricted funds is at £368,606 (2024 - £411,611) and the restricted fund balance stands at £58,870 (2024 - £79,162).

Approved by the Board of Trustees on 9 December 2025 and signed on its behalf by:



C Hill
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WOOLWICH SERVICE USERS PROJECT**

I report to the trustees on my examination of the accounts of Woolwich Service Users Project for the year ended 31 March 2025 as set out on pages 9 to 19.

Responsibilities and basis of report

As the Charity Trustees of Woolwich Service Users Project, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act').

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

Independent examiner's statement

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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
Michael Broder BSc FCA
For and on behalf of
Simpson Wreford LLP
Wellesley House
Duke of Wellington Avenue
Royal Arsenal
London
SE18 6SS

22 December 2025
Dated:

WOOLWICH SERVICE USERS PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025	Total funds 2024
Income and endowments from:					
Donations and legacies	3	76,391	87,662	164,053	458,911
Charitable activities		9,358	6,435	15,793	-
Other income		5,131	-	5,131	1,776
Total income		90,880	94,097	184,977	460,687
Expenditure on:					
Raising funds		(8,804)	-	(8,804)	-
Charitable activities		(228,394)	(11,076)	(239,470)	(98,787)
Total expenditure	4	(237,198)	(11,076)	(248,274)	(98,787)
Net movement in funds		(146,318)	83,021	(63,297)	361,900
Reconciliation of funds					
Total funds brought forward		411,611	79,162	490,773	128,873
Transfers between funds		103,313	(103,313)	-	-
Total funds carried forward		368,606	58,870	427,476	490,773

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WOOLWICH SERVICE USERS PROJECT

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	£	2025 £	2024 £
Fixed Assets				
Tangible Assets	5		101,701	101,931
Current Assets				
Cash at bank and in hand	6	<u>338,728</u>	<u>394,582</u>	
		338,728	394,582	
Liabilities				
Creditors: amounts falling due within one year	7	<u>(12,952)</u>	<u>(5,739)</u>	
Net current assets			<u>325,776</u>	<u>388,843</u>
Total assets			<u>427,476</u>	<u>490,773</u>
The Funds of the Charity				
Unrestricted funds			368,606	411,611
Restricted funds			58,870	79,162
Total funds	8		<u>427,476</u>	<u>490,773</u>

The financial statements on pages 9 to 19 were approved by the Trustees on 9 December 2025 and signed on their behalf by:-



C Hill
Trustee

WOOLWICH SERVICE USERS PROJECT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2025

	Note	2025 £	2024 £
Cash used in operating activities	12	<u>(35,352)</u>	<u>384,302</u>
		(35,352)	384,302
Cost of leasehold improvements and FFE		(27,714)	(21,223)
Increase in cash and cash equivalents in the year		(63,066)	363,079
(Decrease)/increase in creditors		7,213	4,239
Cash and cash equivalents at the beginning of the period		<u>394,582</u>	<u>27,263</u>
Total cash and cash equivalents at the end of the period		<u><u>338,728</u></u>	<u><u>394,582</u></u>

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE PERIOD ENDED 31 MARCH 2025

1. Accounting policies

a. Charity information

Woolwich Service Users Project is Charitable Incorporated Organisation registered with the Charity Commission in England and Wales. The operation office is 107 Brookhill Road, Woolwich, London, SE18 6BJ.

b. Basis of preparation and assessment of going concern

The accounts have been prepared under the historical costs convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK generally Accepted Practice as it applies from 1 January 2019.

Woolwich Service Users Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

c. Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included as the value of their contribution cannot be reasonably quantified in financial terms. Donations are recognised in the financial statements upon receipt and in accordance with the Charities SORP (FRS 102). Legacies are accounted for as incoming resources upon receipt or where the receipt is probable.

Grants, including grants for fixed assets, are recognised within the accounts as they become receivable. Grants received in the accounting period in respect of future accounting periods are deferred until those periods.

d. Expenditure and irrecoverable VAT

Resources expended are recognised on an accruals basis as the liability is incurred. Support costs are allocated to each activity based on time spent.

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

e. Tangible fixed assets

Depreciation is provided using the following rates and basis to reduce by annual instalments the cost, less estimated residual value, of their estimated useful lives:

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

Accounting policies (continued)

- f. Leasehold improvements – straight line over the remaining length of the lease. The remaining length of lease for the year ended 31 March 2025 is 6 years.

Items of equipment are capitalised where the purchase price exceeds £1,000 except where the item is expected to have a life expectancy of less than two years and are depreciated over 3 years on a straight line basis.

g. Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance and governance costs which support the Charity's activities. These costs have been allocated to expenditure on charitable activities.

h. Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the trustees for a particular purpose as indicated at the time that the funds are received.

Restricted funds are funds made to the charity which are to be used in accordance with specific restrictions imposed by donors. The cost of raising and administering such funds are charged against the specific fund.

i. Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE PERIOD ENDED 31 MARCH 2025

3. Donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
Public donations	42,090	7,300	49,390	30,386
Legacies	31,301	-	31,301	360,000
Local authority grants	3,000	80,362	83,362	68,525
	<u>76,391</u>	<u>87,662</u>	<u>164,053</u>	<u>458,911</u>

4. Total resources expended

	Costs of charitable activities 2025 £	Governance costs 2025 £	Total 2025 £	Total 2024 £
Charitable activities				
Food, clothing and support	6,456	-	6,456	9,137
Events and workshops	9,762	-	9,762	6,692
Wages and salaries	113,906	-	113,906	43,386
Employer pension	2,350	-	2,350	8
Waste clearance	991	-	991	490
Advertising and marketing expe	28,287	-	28,287	-
Volunteer training	1,601	-	1,601	1,209
Consultancy	22,125	-	22,125	-
IT and website costs	789	-	789	776
Small equipment costs	787	-	787	467
Telephone	1,099	-	1,099	657
Uniforms	622	-	622	-
Travel	388	-	388	228
Depreciation	27,945	-	27,945	22,402
Light & heat	7,187	-	7,187	2,774
Charitable donations	-	-	-	216
Insurance	-	935	935	794
Staff training	1,530	-	1,530	-
Subscriptions	490	-	490	-
Entertaining	1,131	-	1,131	-
Sundry expenses	393	-	393	2,051
Legal and professional	757	-	757	1,538
Repairs and maintenance	6,929	-	6,929	4,463
Bank charges and interest	-	370	370	-
Accountancy fees	-	2,640	2,640	1,500
Fundraising costs	8,804	-	8,804	-
	<u>244,329</u>	<u>3,945</u>	<u>248,274</u>	<u>98,787</u>

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

5. Tangible Assets

	Leasehold Improvements	Fixtures, Fittings and Equipment	Total
Cost			
B/fwd at 01/04/2024	148,625	10,078	158,703
Additions	27,714	-	27,714
Disposals	-	-	-
At 31/03/2025	<u>176,339</u>	<u>10,078</u>	<u>186,417</u>
Depreciation			
B/fwd at 01/04/2024	53,413	3,359	56,772
Charge for the year	24,585	3,359	27,945
Disposals	-	-	-
At 31/03/2025	<u>77,998</u>	<u>6,719</u>	<u>84,717</u>
NBV			
At 31/03/2025	<u>98,341</u>	<u>3,360</u>	<u>101,701</u>
At 31/03/2024	<u>95,212</u>	<u>6,719</u>	<u>101,931</u>

6. Current assets

	2025	2024
	£	£
Cash at bank	<u>338,728</u>	<u>394,582</u>

7. Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors	876	-
Accruals	2,615	1,500
Other creditors	9,461	860
Taxation and social security	-	3,379
	<u>12,952</u>	<u>5,739</u>

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE PERIOD ENDED 31 MARCH 2025

8. Analysis of charitable funds

	Balance at 01-Apr 2024 £	Incoming resources £	Outgoing resources £	Fund Transfer	Balance at 31-Mar 2025 £
Unrestricted Funds					
Core Unrestricted Funds	322,249	90,880	(222,304)	103,313	294,138
Designated funds - RBG	89,362	-	(14,894)	-	74,468
Total Unrestricted Funds	411,611	90,880	(237,198)	103,313	368,606
Restricted Funds					
Winter Respite	67,705	-	(820)	(63,605)	3,280
Building refurbishment	11,457	-	(2,291)	-	9,166
Asda Foundation	-	10,266	-	(10,266)	-
Albert Hunt Trust	-	7,000	-	(7,000)	-
Art Therapy	-	2,000	-	-	2,000
B&Q Foundation	-	10,000	-	-	10,000
Charity Ball	-	5,300	-	-	5,300
Commonwealth Housing	-	2,500	-	-	2,500
GHCF-Delivery Strand	-	23,236	(270)	-	22,966
Healthier Communities	-	7,066	(3,408)	-	3,658
Mind	-	7,229	(3,074)	(4,155)	-
National Lottery Fund	-	19,500	(1,213)	(18,287)	-
Total Funds	490,773	184,977	(248,274)	-	427,476

Restricted funds

Winter Respite - The Charity has received £68,525 towards the Winter Respite project, which includes the purchase of a container unit for the Clothing Bank. £820 of depreciation has been charged to restricted reserves relating to the £4,920 purchase. This has been calculated over the remaining length of the lease.

Building refurbishment - To date, the Charity has received restricted grants of £18,330 to refurbish its premises. These grants have been spent on capitalised costs and are being depreciated over the remaining term of the lease.

B&Q – Funds are for the main hall therapeutic refurbishment, creating inclusive and psychologically-informed space for people experiencing hardship and homelessness in Royal Borough of Greenwich.

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

Restricted funds (continued)

National Lottery – Funds to enable Community Access and Support Expansion via extending our open days, enhancing 1-to-1 and improving data systems.

GHCF Delivery Strand – Funds are to employ a Health Coordinator role at WSUP for improving health access & wellbeing coordination.

Designated funds

The charity conducted various refurbishment works on the leasehold premises which completed on 21 December 2021. These works totalled £137,481 of which £18,330 was funded from a restricted grant. The trustees felt it was appropriate to designate funds to cover the annual depreciation costs of the remaining balance of leasehold improvements not externally funded. As a result, depreciation of £14,894 has been charged against designated funds, based on the remaining length of the lease.

Transfers between funds

A transfer has been made for £10,266 from the Asda Foundation restricted fund to unrestricted funds. The restricted funds received were used to purchase fixed assets which have been capitalised within the financial year. The depreciation charge for the current and future years will be charged to unrestricted reserves.

A transfer was made from the Albert Hunt restricted fund for £7,000 to unrestricted reserves. The purpose of these funds was to support the charity with its core operation, the costs of which are included within unrestricted outgoing resources. The transfer has been made as a contribution towards these core costs.

A transfer was made from the National Lottery restricted fund for £19,500 to unrestricted reserves. The purpose of these funds was to support the charity with its core operations and allow it to open for more service days, the costs of which are included within unrestricted outgoing resources. The transfer has been made as a contribution towards these core costs.

A transfer was made from the Winter Respite restricted fund for £63,605 to unrestricted reserves. Costs were incurred to complete this project in the financial year ending 31 March 2024 however were incorrectly included within unrestricted funds. This transfer has been made to correctly show the closing fund balance at 31 March 2025.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE PERIOD ENDED 31 MARCH 2025

8. Analysis of charitable funds (continued)

Analysis of net assets between funds

	Core Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	14,787	74,468	12,446	101,701
Cash at bank and in hand	292,304	-	46,424	338,728
Other net current assets/(liabilities)	(12,953)	-	-	(12,953)
Total	294,138	74,468	58,870	427,476

9. Trustee expenses

During the year, no remuneration or expenses was paid to any of the Trustees.

10. Staff costs

During the year four members of staff were employed by the Charity. Staff costs for the year amounted to £116,256 (2024 - £43,394). No individual staff was paid more than £60,000 in the year.

11. Ultimate controlling party

The Charity is under the control of the Board of Trustees.

12. Related party transactions

The charity received a donation for £1,000 from Max Communications, in which David Cordery is a director.

The charity made payments totalling £14,825 to Dariusz Karwacki for consultancy services provided before being employed as the charity Chief Executive.

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

13. Reconciliation of net movement in funds to net cash flow from operating activities

	2025	2024
	£	£
Net (deficit) / income for the reporting period (as per the SoFA)	(63,297)	361,900
Depreciation	27,945	22,402
Funds transferred upon formation	-	-
Net cashflow from operating activities	<u>(35,352)</u>	<u>384,302</u>

14. Other professional services provided by the independent examiners

In line with many other businesses of our size and nature, we use our independent examiners to assist with the preparation of the financial statements

WOOLWICH SERVICE USERS PROJECT

England & Wales - Charity number 1175999

Accounts

Charity Number: 1175999

WOOLWICH SERVICE USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

WOOLWICH SERVICES USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

Contents

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2-7	Report of the Trustees
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	Accounts comprising:
9	Statement of Financial Activities
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12-16	Notes to the accounts

WOOLWICH SERVICE USERS PROJECT
LEGAL & ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2024

Legal and administrative information

Charity number	-	1175999
Trustees	-	T Stringfellow T Viridhee A Leach C Hill D Cordery D Abel – appointed 11 June 2024 S Datta – appointed 13 February 2024
Registered address	-	107 Brookhill Road Woolwich London SE18 6BJ
Accountants	-	Simpson Wreford LLP Chartered Accountants & Registered Auditors Wellesley House Duke of Wellington Avenue Royal Arsenal London SE18 6SS
Bankers	-	Barclays Bank 41 Woolwich New Road London SE18 6ET

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report, together with the financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the Charity's Trust Deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (effective 1 January 2019).

Reference and administrative details

Woolwich Service Users Project CIO ("the Charity") is registered with the Charity Commission of England and Wales, under registration number 1175999. The principle operating address is 107 Brookhill Road, Woolwich, London SE18 6BJ.

The Trustees who served in the period were:

Tracy Stringfellow

Andrea Leach

Tejinder Virdhee

Christopher Hill

J Mercer – resigned 14 March 2024

D Cordery

D Abel – appointed 11 June 2024

S Ghuman – appointed 13 February 2024 and resigned 14 May 2024

S Datta – appointed 13 February 2024

The Board of Trustees oversee and manage the Charity on a day-to-day basis with the help of volunteers.

Governance

The Charity is registered with The Charity Commission as a Charitable Incorporated Organisation (CIO). The Charity was registered on 29 November 2017 and commenced charitable activities from this date.

The Charities Act 2011 creates the basic legal framework for the CIO and the governing document is the Charities Commission Association Model CIO Constitution.

Appointment and nomination of Charity Trustees

Appointed Charity Trustees

Apart from the first Charity Trustees, every appointed trustee must be appointed for a term no less than three years and passed by an ordinary resolution at a properly convened meeting of the Charity Trustees. In selecting individuals for appointment as Trustee, the Charity's existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

Induction and training of Charity Trustees

Upon a Trustee's appointment, the Trustee is invited to an induction briefing in order to give them a detailed overview of the Charity's aims and objectives. Training is available for all board members in order to assist them in performing their duties as Trustee. This training is available on request and authorised by the Board of Trustees where a skills gap is identified.

Retirement and removal of Charity Trustees

A Charity Trustee ceases to hold office if he or she:

- retires by notifying the Charity in writing (but only if enough Charity Trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);
- is absent without the permission of the Charity Trustees from all their meetings held within a period of six months and the Trustees resolve that his or her office should be vacated;
- dies;
- in the written opinion, given to the Charity, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a Charity Trustee and may remain so for more than three months; or
- is disqualified from acting as a Charity Trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

Decision making

The Charity has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the Charity's powers include power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The Charity must comply, as appropriate, with sections 124 and 125 of the Charities Act 2011 if it wishes to mortgage land;
- buy, take on lease or in exchange, hire, or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Charity must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the Charity. The Charity may employ or remunerate a Charity Trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to Charity Trustees and connected persons) of the Charity's constitution and provided it complies with the conditions of those clauses; and
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the Charity to be held in the name of a nominee, in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000.

Risk management

The Trustees have identified the major risks to which the Charity may be exposed and have implemented systems and procedures to mitigate risks.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

Objects of the Charity

- the relief of financial hardship among people living or working in Woolwich and the surrounding areas by providing such persons with goods/services which they could not otherwise afford through lack of means;
- the relief of the physical and mental sickness of persons in need by reason of addiction to drugs and alcohol, in particular, by the provision of counselling and support;
- to relieve the mental and physical sickness of persons resident in Woolwich and the surrounding areas;
- the relief of the sick-poor living in Woolwich and the surrounding area, either generally or individually, through the provision of goods or services.

Woolwich Services Users Project aims to:

- provide support to people in the local community who are in financial, mental and/or physical difficulty;
- provide an area where community members can gather without conflict or judgement.

Activities of the Charity

The Trustees have complied with their duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

The activities that have helped contribute to the achievement of the objectives of the Charity in the year to 31 March 2024 are detailed below.

Use of volunteers

The Charity has worked with 40 volunteers during the year to 31 March 2024. Roles have included:

- **Volunteer management**
Volunteers are managed by a voluntary management team. These roles receive additional training and development opportunities to ensure they can carry out the management roles and responsibilities required of them.
- **Volunteers**
Volunteers play an essential role in delivery of the services provided by WSUP. Additionally, WSUP has two fulltime members of staff and one parttime.
 - **Number of regular volunteers**
40 regular volunteers support the work of WSUP during the delivery sessions on Monday, Tuesday and Saturday.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

○ **Volunteer tasks**

Volunteers can carry out varied roles to meet individual knowledge, skills, and experience. WSUP also offers opportunities for personal development for volunteers with individual learning needs. Typical volunteer tasks might include:

- Preparing the main hall, kitchen and showers for daily use i.e. setting up tables and chairs; preparing clothing bank; preparing reception desk; and clearing the hall at the end of service.
- Staffing the reception point, meeting and greeting service users and general visitors, taking details, and ensuring service users are aware of acceptable codes of conduct.
- Carrying out regular health and safety inspections, risk assessments, and ensuring any faults or risks are reported to the supervisory/management team.
- Food service and preparation.
- Administrative functions i.e. preparing documents and information for service users.
- Administration of donations such as clothing and food.

○ **Number of hours volunteers work**

A WSUP session is 6 hours. Volunteer duties vary, as do volunteer abilities, with some volunteers preferring to work a shorter session for example.

Financial review

The Statement of Financial Activities on page 9 shows an unrestricted reserve of £411,611 at the year end.

The principle funding source is donations from the public, local companies and from funding bodies. In November 2023 we received a grant from the National Lottery of £68,525 to extend our services and undertake building and infrastructure updates, during the winter months.

During the financial year, the charity also received a legacy payment from a local resident of £360,000. This is being used to extend our services and provide future financial support and security.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and performance

During the period, the Charity has made the following progress in relation to the Objects of the Charity section outlined above:

- Update management information systems to help record quantifiable service provisions and outcome tracking
- Flex our service delivery to meet demands
- Comprehensive review of all our policies and procedures
- Employment of core management staff to ensure continuity of our service provision
- Build further on our links with the local and national government, local businesses and the public at large
- Develop a mechanism for funding applications

Plans for future periods

The key aims for 2024/25 are:

- Build upon the great foundations formed over many years and on the recent developments during the previous year
- Recruit a CEO to enable us to focus on our strategic direction and resourcing issues
- Develop a public health program
- Participate with the local authority in the ‘Sweep’ initiative (providing shelter for homeless individuals during adverse winter weather conditions)

Statement of responsibilities of the Trustees

The Trustees should prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the surplus or deficit of the Charity for that period. The Trustees are responsible for preparing the Trustees Report and the financial statements in accordance with the Charities Act 2011.

In preparing those financial statements the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

Reserves policy

With the recent legacy funding held in reserve, the Charity's current policy is to utilise this to sustain the ongoing good work for the local community. Additionally, the Charity aims to secure further funding to ensure the continuity of services without significantly depleting reserves. This approach will be maintained until an appropriate strategic capital investment, such as a new building project, can be agreed upon.

The current reserve balance for unrestricted funds is at £411,611 (2023 - £114,125) and restricted fund balance stands at £79,162 (2023 - £14,748).

Approved by the Board of Trustees on 16 August 2024 and signed on its behalf by:

C Hill
Trustee

**INDEPENDENT EXAMINER’S REPORT TO THE TRUSTEES OF
WOOLWICH SERVICE USERS PROJECT**

I report to the trustees on my examination of the accounts of Woolwich Service Users Project for the year ended 31 March 2024 as set out on pages 9 to 18.

Responsibilities and basis of report

As the Charity Trustees of Woolwich Service Users Project, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011(‘the Act’).

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

Independent examiner’s statement

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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
Michael Broder BSc FCA
For and on behalf of
Simpson Wreford LLP
Wellesley House
Duke of Wellington Avenue
Royal Arsenal
London
SE18 6SS

Dated: 16 August 2024

WOOLWICH SERVICE USERS PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted Funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:					
Donations and legacies	3	390,386	68,525	458,911	31,967
Charitable activities		-	-	-	770
Other income		1,776	-	1,776	-
Total income		392,162	68,525	460,687	32,737
Expenditure on:					
Charitable activities		(94,416)	(4,371)	(98,787)	(30,654)
Total expenditure	4	(94,416)	(4,371)	(98,787)	(30,654)
Net movement in funds		297,746	64,154	361,900	2,083
Transfers		(260)	260	-	-
Reconciliation of funds					
Total funds brought forward		114,125	14,748	128,873	126,790
Total funds carried forward		411,611	79,162	490,773	128,873

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WOOLWICH SERVICE USERS PROJECT

BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	5		101,930		103,110
Current Assets					
Cash at bank and in hand	6	394,582		27,263	
		<u>394,582</u>		<u>27,263</u>	
Liabilities					
Creditors: amounts falling due within one year	7	(5,739)		(1,500)	
		<u>(5,739)</u>		<u>(1,500)</u>	
Net current assets			<u>388,843</u>		<u>25,763</u>
Total assets			<u><u>490,773</u></u>		<u><u>128,873</u></u>
The Funds of the Charity					
Unrestricted funds			411,611		114,125
Restricted funds			79,162		14,748
Total funds	8		<u><u>490,773</u></u>		<u><u>128,873</u></u>

The financial statements on pages 9 to 17 were approved by the Trustees on 16 August 2024 and signed on their behalf by:-

C Hill
Trustee

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	2023 £
Net cash from operating activities	13	<u>388,541</u>	<u>19,268</u>
Cash flow from investing activities			
Purchase of fixed assets		<u>(21,223)</u>	<u>-</u>
Net cash used in investing activities		<u>(21,223)</u>	<u>-</u>
Change in cash and cash equivalents in the year		367,318	(19,268)
Cash and cash equivalents at the beginning of the period		<u>27,263</u>	<u>7,995</u>
Total cash and cash equivalents at the end of the period		<u><u>394,581</u></u>	<u><u>27,263</u></u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2024

1. Accounting policies

a. Charity information

Woolwich Service Users Project is Charitable Incorporated Organisation registered with the Charity Commission in England and Wales. The operation office is 107 Brookhill Road, Woolwich, London, SE18 6BJ.

b. Basis of preparation and assessment of going concern

The accounts have been prepared under the historical costs convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK generally Accepted Practice as it applies from 1 January 2019.

Woolwich Service Users Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

c. Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included as the value of their contribution cannot be reasonably quantified in financial terms. Donations are recognised in the financial statements upon receipt and in accordance with the Charities SORP (FRS 102)

d. Expenditure and irrecoverable VAT

Resources expended are recognised on an accruals basis as the liability is incurred. Support costs are allocated to each activity based on time spent.

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

e. Tangible fixed assets

Depreciation is provided using the following rates and basis to reduce by annual instalments the cost, less estimated residual value, of their estimated useful lives:

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2024

Accounting policies (continued)

- e. Leasehold improvements – straight line over the remaining length of the lease. The remaining length of lease for the year ended 31 March 2024 is 6 years.

Items of equipment are capitalised where the purchase price exceeds £1,000 except where the item is expected to have a life expectancy of less than two years.

f. Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance and governance costs which support the Charity's activities. These costs have been allocated to expenditure on charitable activities.

g. Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the management committee for particular purposes as indicated at the time that the funds are received.

Restricted funds are funds made to the charity which are to be used in accordance with specific restrictions imposed by donors. The cost of raising and administering such funds are charged against the specific fund.

h. Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2024

3. Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Public donations	30,386	-	30,386	27,927
Legacies	360,000	-	360,000	-
Local authority grants	-	68,525	68,525	4,040
	<hr/>			
	390,386	68,525	458,911	31,967

4. Total resources expended

	Costs of charitable activities £	Governance costs £	Total 2024 £	Total 2023 £
Food, clothing and support	9,137	-	9,137	1,553
Events and workshops	6,692	-	6,692	-
Wages and salaries	43,386	-	43,386	-
Employer pension	8	-	8	-
Waste clearance	490	-	490	155
Advertising and marketing costs	-	-	-	2,426
IT and website costs	776	-	776	1,059
Volunteer training	1,209	-	1,209	890
Telephone	657	-	657	424
Depreciation	22,402	-	22,402	17,185
Travel	228	-	228	86
Small equipment costs	467	-	467	21
Light and heat	2,774	-	2,774	2,236
Charitable donations	216	-	216	-
Insurance	-	794	794	708
Sundry expenses	2,051	-	2,051	459
Legal and professional fees	1,538	-	1,538	1,000
Repairs and maintenance	4,463	-	4,463	952
Accountancy fees	-	1,500	1,500	1,500
	<hr/>			
	96,493	2,294	98,787	30,654

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2024

5. Tangible Assets

	Leasehold improvements	Fixtures & equipment	Total
Cost			
At 1 April 2023	137,480	-	137,480
Additions in year	11,145	10,078	21,223
Disposals in year	-	-	-
At 31 March 2024	<u>148,625</u>	<u>10,078</u>	<u>158,703</u>
Depreciation			
At 1 April 2023	34,370	-	34,370
Disposals in year	-	-	-
Charge for the year	19,043	3,359	22,402
At 31 March 2024	<u>53,413</u>	<u>3,359</u>	<u>56,772</u>
Net book value			
As at 31 March 2024	<u>95,212</u>	<u>6,719</u>	<u>101,931</u>
As at 31 March 2023	<u>103,110</u>	<u>-</u>	<u>103,110</u>

6. Current assets

	2024	2023
	£	£
Cash at bank and in hand	<u>394,582</u>	<u>27,263</u>

7. Creditors: amounts falling due within one year

	2024	2023
	£	£
Other creditors	860	-
Taxation and social security	3,379	-
Accruals	<u>1,500</u>	<u>1,500</u>
	<u>5,739</u>	<u>1,500</u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2024

8. Analysis of charitable funds

	Balance at 1 Apr 2023 £	Incoming resources £	Outgoing resources £	Fund Transfer £	Balance at 31 Mar 2024 £
Unrestricted Funds					
Core Unrestricted Funds	24,763	392,162	(79,522)	(260)	337,143
Designated Funds	89,362	-	(14,894)	-	74,468
Total Unrestricted Funds	114,125	392,162	(94,416)	(260)	411,611
Restricted funds					
Winter respite	-	68,525	(820)	-	67,705
Building refurbishment	13,748	-	(2,291)	-	11,457
Easter event	1,000	-	(1,260)	260	-
	14,748	68,525	(4,371)	260	79,162
Total Funds	128,873	460,687	(98,787)	-	490,773

Restricted funds

Building refurbishment

To date, the Charity has received restricted grants of £18,330 to refurbish its premises. These grants have been spent on capitalised costs and are being depreciated over the remaining term of the lease. The total cost of the premises refurbishment amounted to £137,481 (see note 5), with the remaining funds held as designated funds.

The refurbishment works completed on 21 December 2021 and as a result, depreciation of £2,291 has been charged against restricted reserves, and £14,894 against designated funds, based on the remaining length of the lease. Depreciation charges are allocated to each fund in line with the income received.

Easter event

The charity received a donation of £1,000 from Markel International which was ring fenced for spending towards its Easter event.

Winter Respite

The Charity has received £68,525 towards the Winter Respite project, which includes the purchase of a container unit for the Clothing Bank. £820 of depreciation has been charged to restricted reserves relating to the £4,920 purchase. This has been calculated over the remaining length of the lease.

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2024

8. Analysis of charitable funds (continued)

Analysis of net assets between funds

	Core Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	16,005	74,468	11,457	101,930
Cash at bank and in hand	326,877	-	67,705	394,582
Other net current assets/(liabilities)	(5,739)	-	-	(5,739)
Total	337,143	74,468	79,162	490,773

9. Trustee expenses

During the year, no money was paid to any of the Trustees, except for direct reimbursement of costs incurred on the Charity's behalf.

10. Staff costs

During the year two members of staff were employed by the Charity. Staff costs for the year amounted to £21,579 (2023 - £NIL). No individual staff was paid more than £60,000 in the year.

11. Ultimate controlling party

The Charity is under the control of the Board of Trustees.

12. Related party transactions

The charity received a donation for £10,000 from Max Communications, in which David Cordery is a director.

13. Reconciliation of net movement in funds to net cash flow from operating activities

	2024	2023
	£	£
Net income for the financial year (as per the SoFA)	361,900	2,083
Depreciation	22,402	17,185
Increase in creditors	4,239	-
Net cashflow from operating activities	<u>388,541</u>	<u>19,268</u>

WOOLWICH SERVICE USERS PROJECT
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2024

13. Other professional services provided by the independent examiners

In line with many other businesses of our size and nature, we use our independent examiners to assist with the preparation of the financial statements

WOOLWICH SERVICE USERS PROJECT

England & Wales - Charity number 1175999

Accounts

Charity Number: 1175999

WOOLWICH SERVICE USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

WOOLWICH SERVICES USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

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WOOLWICH SERVICE USERS PROJECT
LEGAL & ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2023

Legal and administrative information

Charity number	-	1175999
Trustees	-	T Stringfellow T Virdhee A Leach C Hill J Mercer D Cordery
Registered address	-	107 Brookhill Road Woolwich London SE18 6BJ
Accountants	-	Simpson Wreford LLP Chartered Accountants & Registered Auditors Wellesley House Duke of Wellington Avenue Royal Arsenal London SE18 6SS
Bankers	-	Barclays Bank 41 Woolwich New Road London SE18 6ET

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report, together with the financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the Charity's Trust Deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (effective 1 January 2019).

Reference and administrative details

Woolwich Service Users Project CIO ("the Charity") is registered with the Charity Commission of England and Wales, under registration number 1175999. The principle operating address is 107 Brookhill Road, Woolwich, London SE18 6BJ.

The Trustees who served in the period were:

Tracy Stringfellow

Andrea Leach

Tejinder Virdhee

Christopher Hill

J Mercer – appointed 11 July 2023

D Cordery – appointed 1 June 2023

The Board of Trustees oversee and manage the Charity on a day-to-day basis with the help of volunteers.

Governance

The Charity is registered with The Charity Commission as a Charitable Incorporated Organisation (CIO). The Charity was registered on 29 November 2017 and commenced charitable activities from this date.

The Charities Act 2011 creates the basic legal framework for the CIO and the governing document is the Charities Commission Association Model CIO Constitution.

Appointment and nomination of Charity Trustees

Appointed Charity Trustees

Apart from the first Charity Trustees, every appointed trustee must be appointed for a term no less than three years and passed by an ordinary resolution at a properly convened meeting of the Charity Trustees. In selecting individuals for appointment as Trustee, the Charity's existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

Induction and training of Charity Trustees

Upon a Trustee's appointment, the Trustee is invited to an induction briefing in order to give them a detailed overview of the Charity's aims and objectives. Training is available for all board members in order to assist them in performing their duties as Trustee. This training is available on request and authorised by the Board of Trustees where a skills gap is identified.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

Retirement and removal of Charity Trustees

A Charity Trustee ceases to hold office if he or she:

- retires by notifying the Charity in writing (but only if enough Charity Trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);
- is absent without the permission of the Charity Trustees from all their meetings held within a period of six months and the Trustees resolve that his or her office should be vacated;
- dies;
- in the written opinion, given to the Charity, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a Charity Trustee and may remain so for more than three months; or
- is disqualified from acting as a Charity Trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

Decision making

The Charity has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the Charity's powers include power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The Charity must comply, as appropriate, with sections 124 and 125 of the Charities Act 2011 if it wishes to mortgage land;
- buy, take on lease or in exchange, hire, or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Charity must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the Charity. The Charity may employ or remunerate a Charity Trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to Charity Trustees and connected persons) of the Charity's constitution and provided it complies with the conditions of those clauses; and
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the Charity to be held in the name of a nominee, in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000.

Risk management

The Trustees have identified the major risks to which the Charity may be exposed and have implemented systems and procedures to mitigate risks.

Objects of the Charity

- the relief of financial hardship among people living or working in Woolwich and the surrounding areas by providing such persons with goods/services which they could not otherwise afford through lack of means;
- the relief of the physical and mental sickness of persons in need by reason of addiction to drugs and alcohol, in particular, by the provision of counselling and support;

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

- to relieve the mental and physical sickness of persons resident in Woolwich and the surrounding areas;
- the relief of the sick-poor living in Woolwich and the surrounding area, either generally or individually, through the provision of goods or services.

Woolwich Services Users Project aims to:

- provide support to people in the local community who are in financial, mental and/or physical difficulty;
- provide an area where community members can gather without conflict or judgement.

Activities of the Charity

The Trustees have complied with their duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

The activities that have helped contribute to the achievement of the objectives of the Charity in the year to 31 March 2023 are detailed below.

Use of volunteers

The Charity has worked with 25 volunteers during the year to 31 March 2023. Roles have included:

- **Volunteer management**

Volunteers are managed by a voluntary management team. These roles receive additional training and development opportunities to ensure they can carry out the management roles and responsibilities required of them.

- **Volunteers**

Volunteers play an essential role in not only delivery of WSUP but in the preparatory stages of the Brookhill Road project and in the running of the new site. WSUP has no paid staff.

- **Number of regular volunteers**

25 regular volunteers support the work of WSUP during the delivery sessions on Tuesday and Saturday. Our volunteers have, of course been impacted by the pandemic and for safety reasons, we are limiting the number of volunteers to help stop the spread of coronavirus.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

○ **Volunteer tasks**

Volunteers can carry out varied roles to meet individual knowledge, skills, and experience. WSUP also offers opportunities for personal development for volunteers with individual learning needs. Typical volunteer tasks might include:

- Preparing the main hall, kitchen and showers for daily use i.e. setting up tables and chairs; preparing clothing bank; preparing reception desk; and clearing the hall at the end of service.
- Staffing the reception point, meeting and greeting service users and general visitors, taking details, and ensuring service users are aware of acceptable codes of conduct.
- Carrying out regular health and safety inspections, risk assessments, and ensuring any faults or risks are reported to the supervisory/management team.
- Food service and preparation.
- Administrative functions i.e. preparing documents and information for service users.
- Administration of donations such as clothing and food.

○ **Number of hours volunteers work**

A WSUP session is 6 hours, although sessions have been shorter during the pandemic due to Covid restrictions at 3 hours per session. Volunteer duties vary, as do volunteer abilities, some volunteers prefer to work a shorter session for example.

Financial review

The Statement of Financial Activities on page 9 shows an unrestricted reserve of £114,125 at the year end.

The principle funding source is donations from the public, which are included within unrestricted funds, although in the year to 31 March 2023, the Charity received a grant from Royal Borough of Greenwich for £4,040. These funds were to contribute to the premises improvements from which the Charity operates and for volunteer training.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

During the period, the Charity has made the following progress in relation to the Objects of the Charity section outlined above:

- Completion of Phase 1-4 development of the new Brookhill premises in Woolwich to continue services for those experiencing financial hardship despite delays caused by the pandemic.
- Planning and delivery of Phase 3 – kitchen and heating installation.
- Continued training and recruitment of volunteers to maintain charity operation.
- Approximately 2,600 service users supported during the 12-month period (25 services users per session, twice weekly on a Tuesday and Saturday).

Plans for future periods

The key aims for 2023/24 are:

- Maximise usage of the watertight building during the winter months.
- Increase /extend service delivery now relocated into new premises, including exploring night shelter during the winter.
- Increase fundraising activity (individuals, trusts and foundations).
- Recruit more volunteers and Trustees to help deliver the above aims.

Statement of responsibilities of the Trustees

The Trustees should prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the surplus or deficit of the Charity for that period. The Trustees are responsible for preparing the Trustees Report and the financial statements in accordance with the Charities Act 2011.

In preparing those financial statements the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

Unrestricted funds held by the Charity amount to £24,763 at the year end and are not held for any specific purpose other than to fund future charitable activities. Designated funds at the year end amounted to £89,362 and relate to the leasehold improvements.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

Restricted funds held by the Charity at the year-end was £14,748. Brought forward restricted reserves of £16,039 along with £1,000 received in the year were included in restricted funds for capital works and upcoming events. The leasehold improvement works have been depreciated at £2,291 for the year and this has been charged against the restricted fund.

It is the Charity's policy to build up sufficient cash reserves to cover three months of operational costs.

Approved by the Board of Trustees on 22 January 2024 and signed on its behalf by:

C Hill
Trustee

**INDEPENDENT EXAMINER’S REPORT TO THE TRUSTEES OF
WOOLWICH SERVICE USERS PROJECT**

I report to the trustees on my examination of the accounts of Woolwich Service Users Project for the year ended 31 March 2023 as set out on pages 9 to 17.

Responsibilities and basis of report

As the Charity Trustees of Woolwich Service Users Project, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011(‘the Act’).

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

Independent examiner’s statement

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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
Michael Broder BSc FCA
For and on behalf of
Simpson Wreford LLP
Wellesley House
Duke of Wellington Avenue
Royal Arsenal
London
SE18 6SS

Dated: 22 January 2024

WOOLWICH SERVICE USERS PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income and endowments from:					
Donations and legacies	3	30,967	1,000	31,967	35,098
Charitable activities		770	-	770	-
Total income		<u>31,737</u>	<u>1,000</u>	<u>32,737</u>	<u>35,098</u>
Expenditure on:					
Charitable activities		(28,363)	(2,291)	(30,654)	(24,290)
Total expenditure	4	<u>(28,363)</u>	<u>(2,291)</u>	<u>(30,654)</u>	<u>(24,290)</u>
Net movement in funds		3,374	(1,291)	2,083	10,808
Transfers		-	-	-	-
Reconciliation of funds					
Total funds brought forward (amended)		110,751	16,039	126,790	115,982
Total funds carried forward		<u>114,125</u>	<u>14,748</u>	<u>128,873</u>	<u>126,790</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WOOLWICH SERVICE USERS PROJECT

BALANCE SHEET

AS AT 31 MARCH 2021

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	5		103,110		120,295
Current Assets					
Cash at bank and in hand	6	<u>27,263</u>		<u>7,995</u>	
		27,263		7,995	
Liabilities					
Creditors: amounts falling due within one year	7	<u>(1,500)</u>		<u>(1,500)</u>	
Net current assets			<u>25,763</u>		<u>6,495</u>
Total assets			<u><u>128,873</u></u>		<u><u>126,790</u></u>
The Funds of the Charity					
Unrestricted funds			114,125		110,751
Restricted funds			14,748		16,039
Total funds	8		<u><u>128,873</u></u>		<u><u>126,790</u></u>

The financial statements on pages 9 to 17 were approved by the Trustees on 22 January 2024 and signed on their behalf by:-

C Hill
Trustee

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	2022 £
Cash provided from operating activities	13	<u>19,268</u>	<u>27,993</u>
Cash flows from investing activities			
Cost of fixed assets		-	(55,693)
Net cash used by investing activities		<u>-</u>	<u>(55,693)</u>
Change in cash and cash equivalents in the year		(19,268)	(27,700)
Cash and cash equivalents at the beginning of the period		<u>7,995</u>	<u>35,695</u>
Total cash and cash equivalents at the end of the period		<u><u>27,263</u></u>	<u><u>7,995</u></u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2023

1. Accounting policies

a. Charity information

Woolwich Service Users Project is Charitable Incorporated Organisation registered with the Charity Commission in England and Wales. The operation office is 107 Brookhill Road, Woolwich, London, SE18 6BJ.

b. Basis of preparation and assessment of going concern

The accounts have been prepared under the historical costs convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK generally Accepted Practice as it applies from 1 January 2019.

Woolwich Service Users Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

c. Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included as the value of their contribution cannot be reasonably quantified in financial terms. Donations are recognised in the financial statements upon receipt and in accordance with the Charities SORP (FRS 102)

d. Expenditure and irrecoverable VAT

Resources expended are recognised on an accruals basis as the liability is incurred. Support costs are allocated to each activity based on time spent.

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

e. Tangible fixed assets

Depreciation is provided using the following rates and basis to reduce by annual instalments the cost, less estimated residual value, of their estimated useful lives:

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2023

Accounting policies (continued)

- e. Leasehold improvements – straight line over the remaining length of the lease. The remaining length of lease for the year ended 31 March 2023 is 7 years.

Items of equipment are capitalised where the purchase price exceeds £1,000 except where the item is expected to have a life expectancy of less than two years.

f. Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance and governance costs which support the Charity's activities. These costs have been allocated to expenditure on charitable activities.

g. Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the management committee for particular purposes as indicated at the time that the funds are received.

Restricted funds are funds made to the charity which are to be used in accordance with specific restrictions imposed by donors. The cost of raising and administering such funds are charged against the specific fund.

h. Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Public donations	26,927	1,000	27,927	25,098
Local authority grants	4,040	-	4,040	10,000
	<hr/>			
	30,967	1,000	31,967	35,098

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2023

4. Total resources expended

	Costs of charitable activities £	Governance costs £	Total 2023 £	Total 2022 £
Food, clothing and support	1,553	-	1,553	146
Waste clearance	155	-	155	-
Advertising and marketing costs	2,426	-	2,426	-
IT and website costs	1,059	-	1,059	-
Volunteer training	890	-	890	-
Telephone	424	-	424	260
Depreciation	17,185	-	17,185	17,185
Travel	86	-	86	158
Printing, postage and stationery	21	-	21	-
Light and heat	2,236	-	2,236	624
Charitable donations	-	-	-	908
Insurance	-	708	708	679
Sundry expenses	459	-	459	91
Legal and professional fees	1,000	-	1,000	-
Repairs and maintenance	952	-	952	2,739
Accountancy fees	-	1,500	1,500	1,500
	<u>28,446</u>	<u>2,208</u>	<u>30,654</u>	<u>24,290</u>

5. Tangible Assets

	Leasehold improvements	Total
Cost		
At 1 April 2022	137,480	137,480
Additions in year	-	-
Disposals in year	-	-
At 31 March 2023	<u>137,480</u>	<u>137,480</u>
Depreciation		
At 1 April 2022	17,185	17,185
Disposals in year	-	-
Charge for the year	17,185	17,185
At 31 March 2023	<u>34,370</u>	<u>34,370</u>
Net book value		
As at 31 March 2023	<u>103,110</u>	<u>103,110</u>
As at 31 March 2022	<u>120,295</u>	<u>120,295</u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2023

6. Current assets

	2023	2022
	£	£
Cash at bank and in hand	<u>27,263</u>	<u>7,995</u>

7. Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals	<u>1,500</u>	<u>1,500</u>
	<u>1,500</u>	<u>1,500</u>

8. Analysis of charitable funds

	Balance at 1 Apr 2022 £	Incoming resources £	Outgoing resources £	Fund Transfer £	Balance at 31 Mar 2023 £
Unrestricted Funds					
Core Unrestricted Funds	6,495	23,587	(13,469)	8,150	24,763
Designated Funds	104,256	8,150	(14,894)	(8,150)	89,362
Total Unrestricted Funds	<u>110,751</u>	<u>31,737</u>	<u>(28,363)</u>	-	<u>114,125</u>
Restricted funds					
Building refurbishment	16,039		(2,291)	-	13,748
Easter event	-	1,000	-	-	1,000
	<u>16,039</u>	<u>1,000</u>	<u>(2,291)</u>	-	<u>14,748</u>
Total Funds	<u>126,790</u>	<u>32,737</u>	<u>(30,654)</u>	-	<u>128,873</u>

Restricted funds

Building refurbishment

To date, the Charity has received restricted grants of £18,330 to refurbish its premises. These grants have been spent on capitalised costs and are being depreciated over the remaining term of the lease. The total cost of the premises refurbishment amounted to £137,481 (see note 5), with the remaining funds held as designated funds.

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2023

8. Analysis of charitable funds (continued)

The refurbishment works completed on 21 December 2021 and as a result, depreciation of £2,291 has been charged against restricted reserves based on the remaining length of the lease. Depreciation charges are allocated against the restricted fund in line with the income received.

Easter event

The charity received a donation of £1,000 to go towards its Easter 2023 event.

Analysis of net assets between funds

	Core Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	-	89,362	13,748	103,110
Cash at bank and in hand	17,223	-	10,040	27,263
Other net current assets/(liabilities)	(1,500)	-	-	(1,500)
Total	15,723	89,362	23,788	128,873

9. Trustee expenses

During the year, no money was paid to any of the Trustees, except for direct reimbursement of costs incurred on the Charity's behalf.

10. Staff costs

No staff were employed by the Charity during the year.

11. Ultimate controlling party

The Charity is under the control of the Board of Trustees.

12. Related party transactions

There were no related party transactions during the year.

WOOLWICH SERVICE USERS PROJECT
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2023

13. Reconciliation of net movement in funds to net cash flow from operating activities

	2023	2022
	£	£
Net income for the reporting period (as per the SoFA)	2,083	10,808
Depreciation	17,185	17,185
Net cashflow from operating activities	<u>19,268</u>	<u>27,993</u>

13. Other professional services provided by the independent examiners

In line with many other businesses of our size and nature, we use our independent examiners to assist with the preparation of the financial statements

WOOLWICH SERVICE USERS PROJECT

England & Wales - Charity number 1175999

Accounts

Charity Number: 1175999

**WOOLWICH SERVICE USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

WOOLWICH SERVICES USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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WOOLWICH SERVICE USERS PROJECT
LEGAL & ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2022

Legal and administrative information

Charity number	-	1175999
Trustees	-	T Stringfellow T Viridhee A Leach C Hill
Registered address	-	107 Brookhill Road Woolwich London SE18 6BJ
Accountants	-	Simpson Wreford LLP Chartered Accountants & Registered Auditors Wellesley House Duke of Wellington Avenue Royal Arsenal London SE18 6SS
Bankers	-	Barclays Bank 41 Woolwich New Road London SE18 6ET

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report, together with the financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the Charity's Trust Deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (effective 1 January 2019).

Reference and administrative details

Woolwich Service Users Project CIO ("the Charity") is registered with the Charity Commission of England and Wales, under registration number 1175999. The principle operating address is 107 Brookhill Road, Woolwich, London SE18 6BJ.

The Trustees who served in the period were:
Tracy Stringfellow
Andrea Leach (appointed 8 November 2021)
Tejinder Virdhee
Christopher Hill

The Board of Trustees oversee and manage the Charity on a day-to-day basis with the help of volunteers.

Governance

The Charity is registered with The Charity Commission as a Charitable Incorporated Organisation (CIO). The Charity was registered on 29 November 2017 and commenced charitable activities from this date.

The Charities Act 2011 creates the basic legal framework for the CIO and the governing document is the Charities Commission Association Model CIO Constitution.

Appointment and nomination of Charity Trustees

Appointed Charity Trustees

Apart from the first Charity Trustees, every appointed trustee must be appointed for a term no less than three years and passed by an ordinary resolution at a properly convened meeting of the Charity Trustees. In selecting individuals for appointment as Trustee, the Charity's existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

Induction and training of Charity Trustees

Upon a Trustee's appointment, the Trustee is invited to an induction briefing in order to give them a detailed overview of the Charity's aims and objectives. Training is available for all board members in order to assist them in performing their duties as Trustee. This training is available on request and authorised by the Board of Trustees where a skills gap is identified.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

Retirement and removal of Charity Trustees

A Charity Trustee ceases to hold office if he or she:

- retires by notifying the Charity in writing (but only if enough Charity Trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);
- is absent without the permission of the Charity Trustees from all their meetings held within a period of six months and the Trustees resolve that his or her office should be vacated;
- dies;
- in the written opinion, given to the Charity, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a Charity Trustee and may remain so for more than three months; or
- is disqualified from acting as a Charity Trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

Decision making

The Charity has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the Charity's powers include power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The Charity must comply, as appropriate, with sections 124 and 125 of the Charities Act 2011 if it wishes to mortgage land;
- buy, take on lease or in exchange, hire, or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Charity must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the Charity. The Charity may employ or remunerate a Charity Trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to Charity Trustees and connected persons) of the Charity's constitution and provided it complies with the conditions of those clauses; and
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the Charity to be held in the name of a nominee, in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000.

Risk management

The Trustees have identified the major risks to which the Charity may be exposed and have implemented systems and procedures to mitigate risks.

Objects of the Charity

- the relief of financial hardship among people living or working in Woolwich and the surrounding areas by providing such persons with goods/services which they could not otherwise afford through lack of means;
- the relief of the physical and mental sickness of persons in need by reason of addiction to drugs and alcohol, in particular, by the provision of counselling and support;

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

- to relieve the mental and physical sickness of persons resident in Woolwich and the surrounding areas;
- the relief of the sick-poor living in Woolwich and the surrounding area, either generally or individually, through the provision of goods or services.

Woolwich Services Users Project aims to:

- provide support to people in the local community who are in financial, mental and/or physical difficulty;
- provide an area where community members can gather without conflict or judgement.

Activities of the Charity

The Trustees have complied with their duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

The activities that have helped contribute to the achievement of the objectives of the Charity in the year to 31 March 2022 are detailed below.

Use of volunteers

The Charity has worked with 25 volunteers during the year to 31 March 2022. Roles have included:

- **Volunteer management**

Volunteers are managed by a voluntary management team. These roles receive additional training and development opportunities to ensure they can carry out the management roles and responsibilities required of them.

- **Volunteers**

Volunteers play an essential role in not only delivery of WSUP but in the preparatory stages of the Brookhill Road project and in the running of the new site. WSUP has no paid staff.

- **Number of regular volunteers**

25 regular volunteers support the work of WSUP during the delivery sessions on Tuesday and Saturday. Our volunteers have, of course been impacted by the pandemic and for safety reasons, we are limiting the number of volunteers to help stop the spread of coronavirus.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

○ **Volunteer tasks**

Volunteers can carry out varied roles to meet individual knowledge, skills, and experience. WSUP also offers opportunities for personal development for volunteers with individual learning needs. Typical volunteer tasks might include:

- Preparing the main hall, kitchen and showers for daily use i.e. setting up tables and chairs; preparing clothing bank; preparing reception desk; and clearing the hall at the end of service.
- Staffing the reception point, meeting and greeting service users and general visitors, taking details, and ensuring service users are aware of acceptable codes of conduct.
- Carrying out regular health and safety inspections, risk assessments, and ensuring any faults or risks are reported to the supervisory/management team.
- Food service and preparation.
- Administrative functions i.e. preparing documents and information for service users.
- Administration of donations such as clothing and food.

○ **Number of hours volunteers work**

A WSUP session is 6 hours, although sessions have been shorter during the pandemic due to Covid restrictions at 3 hours per session. Volunteer duties vary, as do volunteer abilities, some volunteers prefer to work a shorter session for example.

Financial review

The Statement of Financial Activities on page 9 shows an unrestricted reserve of £110,751 at the year end.

The principle funding source is donations from the public, which are included within unrestricted funds, although in the year to 31 March 2022, the Charity received a grant from Royal Borough of Greenwich for £10,000. These funds were restricted to contribute to the premises improvements from which the Charity operates.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

During the period, the Charity has made the following progress in relation to the Objects of the Charity section outlined above:

- Completion of Phase I-4 development of the new Brookhill premises in Woolwich to continue services for those experiencing financial hardship despite delays caused by the pandemic.
- Planning and delivery of Phase III – kitchen and heating installation.
- Continued training and recruitment of volunteers to maintain charity operation.
- Approximately 2,600 service users supported during the 12-month period (25 services users per session, twice weekly on a Tuesday and Saturday).

Plans for future periods

The key aims for 2022/23 are:

- Maximise usage of the watertight building during the winter months.
- Increase /extend service delivery now relocated into new premises, including exploring night shelter during the winter.
- Increase fundraising activity (individuals, trusts and foundations).
- Recruit more volunteers and Trustees to help deliver the above aims.

Statement of responsibilities of the Trustees

The Trustees should prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the surplus or deficit of the Charity for that period. The Trustees are responsible for preparing the Trustees Report and the financial statements in accordance with the Charities Act 2011.

In preparing those financial statements the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

Unrestricted funds held by the Charity amount to £6,495 at the year end and are not held for any specific purpose other than to fund future charitable activities. Designated funds at the year end amounted to £104,256 and relate to the leasehold improvements.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

Restricted funds held by the Charity at the year-end was £16,039. Brought forward restricted reserves of £8,330 along with £10,000 received in the year were included in restricted funds for capital works. The leasehold improvement works have been capitalised as at the year end and £2,291 of depreciation has been charged against the restricted fund.

It is the Charity's policy to build up sufficient cash reserves to cover three months of operational costs.

Approved by the Board of Trustees on 10 January 2023 and signed on its behalf by:

T Stringfellow
Trustee

**INDEPENDENT EXAMINER’S REPORT TO THE TRUSTEES OF
WOOLWICH SERVICE USERS PROJECT**

I report to the trustees on my examination of the accounts of Woolwich Service Users Project for the year ended 31 March 2022 as set out on pages 9 to 17.

Responsibilities and basis of report

As the Charity Trustees of Woolwich Service Users Project, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011(‘the Act’).

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

Independent examiner’s statement

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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
Michael Broder BSc FCA
For and on behalf of
Simpson Wreford LLP
Wellesley House
Duke of Wellington Avenue
Royal Arsenal
London
SE18 6SS

Dated: 10 January 2023

WOOLWICH SERVICE USERS PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted Funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:					
Donations and legacies	3	25,098	10,000	35,098	28,230
Total income		<u>25,098</u>	<u>10,000</u>	<u>35,098</u>	<u>28,230</u>
Expenditure on:					
Charitable activities		(21,999)	(2,291)	(24,290)	(6,274)
Total expenditure	4	<u>(21,999)</u>	<u>(2,291)</u>	<u>(24,290)</u>	<u>(6,274)</u>
Net movement in funds		3,099	7,709	10,808	21,956
Transfers		-	-	-	-
Reconciliation of funds					
Total funds brought forward (amended)		107,652	8,330	115,982	94,026
Total funds carried forward		<u>110,751</u>	<u>16,039</u>	<u>126,790</u>	<u>115,982</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WOOLWICH SERVICE USERS PROJECT

BALANCE SHEET

AS AT 31 MARCH 2022

		2022		Amended 2021	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	5		120,295		81,787
Current Assets					
Cash at bank and in hand	6	7,995		35,695	
		7,995		35,695	
Liabilities					
Creditors: amounts falling due within one year	7	(1,500)		(1,500)	
Net current assets			6,495		34,195
Total assets			126,790		115,982
The Funds of the Charity					
Unrestricted funds			110,751		107,652
Restricted funds			16,039		8,330
Total funds	8		126,790		115,982

The financial statements on pages 9 to 17 were approved by the Trustees on 10 January 2023 and signed on their behalf by:-

T Stringfellow
Trustee

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
Cash provided from operating activities	13	<u>27,993</u>	<u>21,956</u>
Cash flows from investing activities			
Cost of leasehold improvements		<u>(55,693)</u>	<u>(81,787)</u>
Net cash used by investing activities		<u>(55,693)</u>	<u>(81,787)</u>
Change in cash and cash equivalents in the year		(27,700)	(59,831)
Cash and cash equivalents at the beginning of the period		<u>35,695</u>	<u>95,526</u>
Total cash and cash equivalents at the end of the period		<u><u>7,995</u></u>	<u><u>35,695</u></u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2022

1. Accounting policies

a. Charity information

Woolwich Service Users Project is Charitable Incorporated Organisation registered with the Charity Commission in England and Wales. The operation office is 107 Brookhill Road, Woolwich, London, SE18 6BJ.

b. Basis of preparation and assessment of going concern

The accounts have been prepared under the historical costs convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK generally Accepted Practice as it applies from 1 January 2019.

Woolwich Service Users Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

c. Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included as the value of their contribution cannot be reasonably quantified in financial terms. Donations are recognised in the financial statements upon receipt and in accordance with the Charities SORP (FRS 102)

d. Expenditure and irrecoverable VAT

Resources expended are recognised on an accruals basis as the liability is incurred. Support costs are allocated to each activity based on time spent.

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

e. Tangible fixed assets

Depreciation is provided using the following rates and basis to reduce by annual instalments the cost, less estimated residual value, of their estimated useful lives:

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2022

Accounting policies (continued)

- e. Leasehold improvements – straight line over the remaining length of the lease. The remaining length of lease for the year ended 31 March 2022 is 8 years.

Items of equipment are capitalised where the purchase price exceeds £1,000 except where the item is expected to have a life expectancy of less than two years.

f. Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance and governance costs which support the Charity's activities. These costs have been allocated to expenditure on charitable activities.

g. Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the management committee for particular purposes as indicated at the time that the funds are received.

Restricted funds are funds made to the charity which are to be used in accordance with specific restrictions imposed by donors. The cost of raising and administering such funds are charged against the specific fund.

h. Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Public donations	25,098	-	25,098	19,900
Local authority grants	-	10,000	10,000	8,330
	<hr/>	<hr/>	<hr/>	<hr/>
	25,098	10,000	35,098	28,230

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2022

4. Total resources expended

	Costs of charitable activities £	Governance costs £	Total 2022 £	Total 2021 £
Food, clothing and support	146	-	146	735
Premises rent	-	-	-	1,565
IT and website costs	-	-	-	-
Small equipment costs	-	-	-	170
Telephone	260	-	260	-
Depreciation	17,185	-	17,185	-
Travel	158	-	158	289
Entertainment	-	-	-	-
Light and heat	624	-	624	-
Charitable donations	908	-	908	216
Insurance	-	679	679	512
Sundry expenses	91	-	91	178
Legal and professional fees	-	-	-	-
Repairs and maintenance	2,739	-	2,739	1,109
Accountancy fees	-	1,500	1,500	1,500
	22,111	2,179	24,290	6,274

5. Tangible Assets

Cost	Leasehold improvements	Total
At 1 April 2021	81,787	81,787
Additions in year	55,694	55,694
Disposals in year	-	-
At 31 March 2022	<u>137,481</u>	<u>137,481</u>
Depreciation		
At 1 April 2021	-	-
Disposals in year	-	-
Charge for the year	17,185	17,185
At 31 March 2022	<u>19,640</u>	<u>19,640</u>
Net book value		
As at 31 March 2022	<u>120,295</u>	<u>120,295</u>
As at 31 March 2021	<u>81,787</u>	<u>81,787</u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2022

6. Current assets

	2022	2021
	£	£
Cash at bank	<u>7,995</u>	<u>35,695</u>

7. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals	<u>1,500</u>	<u>1,500</u>
	<u>1,500</u>	<u>1,500</u>

8. Analysis of charitable funds

	Amended Balance at 1 Apr 2021 £	Incoming resources £	Outgoing resources £	Fund Transfer £	Balance at 31-Mar 2022 £
Unrestricted Funds					
Core Unrestricted Funds	34,195	25,098	(7,105)	(45,693)	6,495
Designated Funds	73,457	-	(14,894)	45,693	104,256
Total Unrestricted Funds	<u>107,652</u>	<u>25,098</u>	<u>(21,999)</u>	<u>-</u>	<u>110,751</u>
Restricted funds	<u>8,330</u>	<u>10,000</u>	<u>(2,291)</u>	<u>-</u>	<u>16,039</u>
Total Funds	<u>115,982</u>	<u>35,098</u>	<u>(24,290)</u>	<u>-</u>	<u>126,790</u>

Restricted funds – building refurbishment

To date, the Charity has received restricted grants of £18,330 to refurbish its premises. These grants have been spent on capitalised costs and are being depreciated over the remaining term of the lease. The total cost of the premises refurbishment amounts to £137,481 (see note 5).

The refurbishment works completed on 21 December 2021 and as a result, depreciation of £2,291 has been charged against restricted reserves based on the remaining length of the lease. Depreciation charges are allocated against the restricted fund in line with the income received.

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2022

8. Analysis of charitable funds (continued)

Analysis of net assets between funds

	Core Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	-	104,256	16,039	120,295
Cash at bank and in hand	7,995	-	-	7,995
Other net current assets/(liabilities)	(1,500)	-	-	(1,500)
Total	6,495	104,256	16,039	126,790

9. Trustee expenses

During the year, no money was paid to any of the Trustees, except for direct reimbursement of costs incurred on the Charity's behalf.

10. Staff costs

No staff were employed by the Charity during the year.

11. Ultimate controlling party

The Charity is under the control of the Board of Trustees.

12. Related party transactions

There were no related party transactions during the year.

13. Reconciliation of net movement in funds to net cash flow from operating activities

	2022	2021
	£	£
Net income for the reporting period (as per the SoFA)	10,808	21,956
Depreciation	17,185	-
Net cashflow from operating activities	<u>27,993</u>	<u>21,956</u>

13. Other professional services provided by the independent examiners

In line with many other businesses of our size and nature, we use our independent examiners to assist with the preparation of the financial statements

WOOLWICH SERVICE USERS PROJECT

England & Wales - Charity number 1175999

Accounts

Charity Number: 1175999

**WOOLWICH SERVICE USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

WOOLWICH SERVICES USERS PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Contents

1	Legal & administrative information
2-7	Report of the Trustees
8	Independent Examiner's report
	Accounts comprising:
9	Statement of Financial Activities
10	Balance Sheet
11	Statement of Cash Flows
12-16	Notes to the accounts

WOOLWICH SERVICE USERS PROJECT
LEGAL & ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2021

Legal and administrative information

Charity number	-	1175999
Trustees	-	Tracy Stringfellow Tejinder Virdhee Harpinder Singh Christopher Hill
Registered address	-	107 Brookhill Road Woolwich London SE18 6BJ
Accountants	-	Simpson Wreford LLP Chartered Accountants Wellesley House Duke of Wellington Avenue Royal Arsenal London SE18 6SS
Bankers	-	Barclays Bank 41 Woolwich New Road London SE18 6ET

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report, together with the financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the Charity's Trust Deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (effective 1 January 2019).

Reference and administrative details

Woolwich Service Users Project CIO ("the Charity") is registered with the Charity Commission of England and Wales, under registration number 1175999. The principle operating address is 107 Brookhill Road, Woolwich, London SE18 6BJ.

The Trustees who served in the period were:
Tracy Stringfellow
Tejinder Virdhee
Harpinder Singh
Christopher Hill
Edina Kernbaum (resigned 4 February 2021)

The Board of Trustees oversee and manage the Charity on a day-to-day basis with the help of volunteers.

Governance

The Charity is registered with The Charity Commission as a Charitable Incorporated Organisation (CIO). The Charity was registered on 29 November 2017 and commenced charitable activities from this date.

The Charities Act 2011 creates the basic legal framework for the CIO and the governing document is the Charities Commission Association Model CIO Constitution.

Appointment and nomination of Charity Trustees

Appointed Charity Trustees

Apart from the first Charity Trustees, every appointed trustee must be appointed for a term no less than three years and passed by an ordinary resolution at a properly convened meeting of the Charity Trustees. In selecting individuals for appointment as Trustee, the Charity's existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

Induction and training of Charity Trustees

Upon a Trustee's appointment, the Trustee is invited to an induction briefing in order to give them a detailed overview of the Charity's aims and objectives. Training is available for all board members in order to assist them in performing their duties as Trustee. This training is available on request and authorised by the Board of Trustees where a skills gap is identified.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Retirement and removal of Charity Trustees

A Charity Trustee ceases to hold office if he or she:

- retires by notifying the Charity in writing (but only if enough Charity Trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);
- is absent without the permission of the Charity Trustees from all their meetings held within a period of six months and the Trustees resolve that his or her office should be vacated;
- dies;
- in the written opinion, given to the Charity, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a Charity Trustee and may remain so for more than three months; or
- is disqualified from acting as a Charity Trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

Decision making

The Charity has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the Charity's powers include power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The Charity must comply, as appropriate, with sections 124 and 125 of the Charities Act 2011 if it wishes to mortgage land;
- buy, take on lease or in exchange, hire, or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Charity must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the Charity. The Charity may employ or remunerate a Charity Trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to Charity Trustees and connected persons) of the Charity's constitution and provided it complies with the conditions of those clauses; and
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the Charity to be held in the name of a nominee, in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000.

Risk management

The Trustees have identified the major risks to which the Charity may be exposed and have implemented systems and procedures to mitigate risks.

Objects of the Charity

- the relief of financial hardship among people living or working in Woolwich and the surrounding areas by providing such persons with goods/services which they could not otherwise afford through lack of means;
- the relief of the physical and mental sickness of persons in need by reason of addiction to drugs and alcohol, in particular, by the provision of counselling and support;

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

- to relieve the mental and physical sickness of persons resident in Woolwich and the surrounding areas;
- the relief of the sick-poor living in Woolwich and the surrounding area, either generally or individually, through the provision of goods or services.

Woolwich Services Users Project aims to:

- provide support to people in the local community who are in financial, mental and/or physical difficulty;
- provide an area where community members can gather without conflict or judgement.

Activities of the Charity

The Trustees have complied with their duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

The activities that have helped contribute to the achievement of the objectives of the Charity in the year to 31 March 2021 are detailed below.

Use of volunteers

The Charity has worked with 25 volunteers during the year to 31 March 2021. Roles have included:

- **Volunteer management**

Volunteers are managed by a voluntary management team. These roles receive additional training and development opportunities to ensure they can carry out the management roles and responsibilities required of them.

- **Volunteers**

Volunteers play an essential role in not only delivery of WSUP but in the preparatory stages of the Brookhill Road project and in the running of the new site. WSUP has no paid staff.

- **Number of regular volunteers**

25 regular volunteers support the work of WSUP during the delivery sessions on Tuesday and Saturday. Our volunteers have, of course been impacted by the pandemic and for safety reasons, we are limiting the number of volunteers to help stop the spread of coronavirus.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

○ **Volunteer tasks**

Volunteers can carry out varied roles to meet individual knowledge, skills, and experience. WSUP also offers opportunities for personal development for volunteers with individual learning needs. Typical volunteer tasks might include:

- Preparing the main hall, kitchen and showers for daily use i.e. setting up tables and chairs; preparing clothing bank; preparing reception desk; and clearing the hall at the end of service.
- Staffing the reception point, meeting and greeting service users and general visitors, taking details, and ensuring service users are aware of acceptable codes of conduct.
- Carrying out regular health and safety inspections, risk assessments, and ensuring any faults or risks are reported to the supervisory/management team.
- Food service and preparation.
- Administrative functions i.e. preparing documents and information for service users.
- Administration of donations such as clothing and food.

○ **Number of hours volunteers work**

A WSUP session is 6 hours, although sessions have been shorter during the pandemic due to Covid restrictions at 3 hours per session. Volunteer duties vary, as do volunteer abilities, some volunteers prefer to work a shorter session for example.

Financial review

The Statement of Financial Activities on page 9 shows an unrestricted surplus of £115,982 at the year end.

The principle funding source is donations from the public, which are included within unrestricted funds, although in the year to 31 March 2021, the charity received a grant from Royal Borough of Greenwich for £8,330. These funds were designated to contribute to the premises improvements from which the Charity operates.

WOOLWICH SERVICE USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

During the period, the Charity has made the following progress in relation to the Objects of the Charity section outlined above:

- Completion of Phase I development of the new Brookhill premises in Woolwich to continue services for those experiencing financial hardship despite delays caused by the pandemic.
- Planning and delivery of Phase III – kitchen and heating installation.
- Continued training and recruitment of volunteers to maintain charity operation.
- Approximately 2,600 service users supported during the 12-month period (25 services users per session, twice weekly on a Tuesday and Saturday).
- The COVID-19 pandemic continued to impact service delivery significantly during 2021. WSUP continued to provide food to those people most in need adding an additional day of service (Thursday) providing takeaway food as necessary.

Plans for future periods

The key aims for 2021/22 are:

- Complete capital works
- Move into new premises, maximising use of the watertight building during the winter months.
- Increase /extend service delivery once relocated into new premises, including exploring night shelter during the winter.
- Increase fundraising activity (individuals, trusts and foundations) to meet the next phase of capital works to include external storage.
- Recruit more volunteers and Trustees to help deliver the above aims.

Statement of responsibilities of the Trustees

The Trustees should prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the surplus or deficit of the Charity for that period. The Trustees are responsible for preparing the Trustees Report and the financial statements in accordance with the Charities Act 2011.

In preparing those financial statements the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WOOLWICH SERVICES USERS PROJECT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Reserves policy

Unrestricted funds held by the Charity amount to £34,195 at the year end and are not held for any specific purpose other than to fund future charitable activities.

Designated funds held by the Charity at the year-end was £81,787. Brought forward reserves of £60,000 along with £8,330 received in the year was designated for capital works, which was expended in full. The balance of £13,457 refurbishment works was funded from unrestricted reserves. The leasehold improvement works have been capitalised as at the year end.

It is the Charity's policy to build up sufficient cash reserves to cover three months of operational costs.

Approved by the Board of Trustees on 9 November 2021 and signed on its behalf by:



Tracy Stringfellow
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WOOLWICH SERVICE USERS PROJECT**

I report to the trustees on my examination of the accounts of Woolwich Service Users Project for the year ended 31 March 2021 as set out on pages 9 to 16.

Responsibilities and basis of report

As the charity trustees of Woolwich Service Users Project, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act').

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

Independent examiner's statement

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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
Michael Broder BSc FCA
Simpson Wreford LLP
Wellesley House
Duke of Wellington Avenue
Royal Arsenal
London
SE18 6SS

Dated: 10 November 2021

WOOLWICH SERVICE USERS PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted Funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:					
Donations and legacies	3	28,230	-	28,230	82,418
Total income		<u>28,230</u>	<u>-</u>	<u>28,230</u>	<u>82,418</u>
Expenditure on:					
Charitable activities		(6,274)	-	(6,274)	(8,016)
Total expenditure	4	<u>(6,274)</u>	<u>-</u>	<u>(6,274)</u>	<u>(8,016)</u>
Net movement in funds		21,956	-	21,956	74,402
Transfers		-	-	-	-
Reconciliation of funds					
Total funds brought forward		94,026	-	94,026	19,624
Total funds carried forward		<u>115,982</u>	<u>-</u>	<u>115,982</u>	<u>94,026</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WOOLWICH SERVICE USERS PROJECT

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	£	2021 £	£	2020 £
Fixed Assets					
Tangible Assets	5		81,787		-
Current Assets					
Cash at bank and in hand	6	35,695		95,526	
		<u>35,695</u>		<u>95,526</u>	
Liabilities					
Creditors: amounts falling due within one year	7	(1,500)		(1,500)	
				<u></u>	
Net current assets			<u>34,195</u>		<u>94,026</u>
Total assets			<u>115,982</u>		<u>94,026</u>
The Funds of the Charity					
Unrestricted funds			34,195		34,026
Designated funds			81,787		60,000
			<u></u>		<u></u>
Total funds	8		<u>115,982</u>		<u>94,026</u>

The financial statements on pages 9 to 16 were approved by the Trustees on 9 November 2021 and signed on their behalf by:-



Tracy Stringfellow
Trustee

WOOLWICH SERVICE USERS PROJECT

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021	2020
		£	£
Cash provided from operating activities	12	<u>21,956</u>	<u>74,802</u>
Cash flows from investing activities			
Cost of leasehold improvements		<u>(81,787)</u>	<u>-</u>
Net cash used by investing activities		<u>(81,787)</u>	<u>-</u>
Change in cash and cash equivalents in the year		(59,831)	74,802
Cash and cash equivalents at the beginning of the period		<u>95,526</u>	<u>20,724</u>
Total cash and cash equivalents at the end of the period		<u><u>35,695</u></u>	<u><u>95,526</u></u>

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2021

1. Accounting policies

a. Charity information

Woolwich Service Users Project is Charitable Incorporated Organisation registered with the Charity Commission in England and Wales. The operation office is 107 Brookhill Road, Woolwich, London, SE18 6BJ.

b. Basis of preparation and assessment of going concern

The accounts have been prepared under the historical costs convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK generally Accepted Practice as it applies from 1 January 2019.

Woolwich Service Users Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

c. Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included as the value of their contribution cannot be reasonably quantified in financial terms. Donations are recognised in the financial statements upon receipt.

Donated services and facilities are recognised as an incoming resource where the provider of the service has incurred a financial cost. The contribution of volunteers' time is not included in the financial statements in accordance with the Charities SORP (FRS 102).

d. Expenditure and irrecoverable VAT

Resources expended are recognised on an accruals basis as the liability is incurred. Support costs are allocated to each activity based on time spent.

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

e. Tangible fixed assets

Depreciation is provided using the following rates and basis to reduce by annual instalments the cost, less estimated residual value, of their estimated useful lives:

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2021

Accounting policies (continued)

Leasehold improvements – this will be established when building works have been completed.

Items of equipment are capitalised where the purchase price exceeds £1,000 except where the item is expected to have a life expectancy of less than two years.

f. Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance and governance costs which support the Charity's activities. These costs have been allocated to expenditure on charitable activities.

g. Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the management committee for particular purposes as indicated at the time that the funds are received.

Restricted funds are funds made to the charity which are to be used in accordance with specific restrictions imposed by donors. The cost of raising and administering such funds are charged against the specific fund.

h. Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Public donations	19,900	-	19,900	32,418
Local authority grants	8,330	-	8,330	50,000
	<hr/>			
	28,230	-	28,230	82,418

WOOLWICH SERVICE USERS PROJECT

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2021

4. Total resources expended

	Costs of charitable activities £	Governance costs £	Total 2021 £	Total 2020 £
Food, clothing and support	735	-	735	1,831
Premises rent	1,565	-	1,565	1,800
IT and website costs	-	-	-	46
Small equipment costs	170	-	170	33
Karaoke machine	-	-	-	380
Uniforms	-	-	-	537
Travel	289	-	289	257
Entertainment	-	-	-	455
Cleaning	-	-	-	527
Charitable donations	216	-	216	216
Insurance	94	418	512	364
Sundry expenses	178	-	178	150
Legal and professional fees	-	-	-	120
Repairs and maintenance	1,109	-	1,109	-
Accountancy fees	-	1,500	1,500	1,300
	<u>4,356</u>	<u>1,918</u>	<u>6,274</u>	<u>8,016</u>

5. Tangible Assets

	Leasehold improvements	Total
Cost		
At 1 April 2020	-	-
Additions in year	81,787	81,787
Disposals in year	-	-
At 31 March 2021	<u>81,787</u>	<u>92,047</u>
Depreciation		
At 1 April 2020	-	-
Disposals in year	-	-
Charge for the year	-	-
At 31 March 2021	<u>-</u>	<u>-</u>
Net book value		
As at 31 March 2021	<u>81,787</u>	<u>81,787</u>
As at 31 March 2020	<u>-</u>	<u>-</u>

WOOLWICH SERVICE USERS PROJECT
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2021

6. Current assets

	2021 £	2020 £
Cash at bank	<u>35,695</u>	<u>95,527</u>

7. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	<u>1,500</u>	<u>1,500</u>
	<u>1,500</u>	<u>1,500</u>

8. Analysis of charitable funds

	Balance at 01-Apr 2020 £	Incoming resources £	Outgoing resources £	Fund Transfer £	Balance at 31-Mar 2021 £	Balance at 31-Mar 2020 £
Unrestricted Funds						
Core Unrestricted Funds	34,026	19,900	(6,274)	(13,457)	34,195	34,026
Designated funds	60,000	8,330	-	13,457	81,787	60,000
Total Unrestricted Funds	<u>94,026</u>	<u>28,230</u>	<u>(6,274)</u>	<u>-</u>	<u>115,982</u>	<u>94,026</u>
Total Funds	<u>94,026</u>	<u>28,230</u>	<u>(6,274)</u>	<u>-</u>	<u>115,982</u>	<u>94,026</u>

Designated funds – building refurbishment

To date, the Charity received £68,330 to refurbish its premises, with the funds now having been spent in full, plus additional costs incurred in the year of £13,457. The total, amounting to £81,787 has been capitalised as leasehold improvements (see note 5).

As at 31 March 2021, the refurbishment works are not complete. Once complete, an appropriate depreciation charge will be calculated over the remaining length of the lease. Future depreciation charges will be allocated against this designated reserve.

WOOLWICH SERVICE USERS PROJECT
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2021

8. Analysis of charitable funds (continued)

Analysis of net assets between funds

	Core Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	-	81,787	-	81,787
Cash at bank and in hand	35,695	-	-	35,695
Other net current assets/(liabilities)	(1,500)	-	-	(1,500)
Total	34,195	81,787	-	115,982

9. Trustee expenses

During the year, no money was paid to any of the Trustees, except for direct reimbursement of costs incurred on the Charity's behalf.

10. Staff costs

No staff were employed by the Charity during the year.

11. Ultimate controlling party

The Charity is under the control of the Board of Trustees.

12. Reconciliation of net movement in funds to net cash flow from operating activities

	2021	2020
	£	£
Net income for the reporting period (as per the SoFA)	21,956	74,402
Increase in creditors	-	400
Net cashflow from operating activities	<u>21,956</u>	<u>74,802</u>

13. Other professional services provided by the independent examiners

In line with many other businesses of our size and nature, we use our independent examiners to assist with the preparation of the financial statements.