



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2021  
31/03/2022

Period start date To  
Period end date

Charity name: **HIGHER POTENTIAL**

Charity registration number: **1178146**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To advance the education of music and arts of young people by enhancing their arts education including in higher or further education and enabling their personal development.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>To help young people especially, but not exclusively, those not in education or employment, those at risk of committing crime or becoming victims of crime, by providing access to mentoring, training and personal development using our 2 fully equipped recording studios.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>I can confirm the Trustees have had regard to the guidance</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>We have successfully completed a large project funded by Brent Council to support young people most displaced as a result of large-scale local development, We also provided activities that helps with the development of skills and that helps to build their confidence and self-esteem through our development programmes</b></p> <p><b>We have partnered with Jason Roberts Foundation to run joint courses and are excited about working future projects together</b></p> <p><b>We are becoming more known in our community aided with the links we have formed with Kilburn Police safer neighbourhood teams and have been able to demonstrate our position as a trusted intermediary and liaison body in the community.</b></p> <p><b>We have made our centre more accessible to the community by partnering with other local organisations to make use of our multi-purpose space.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Funds in 46466 Expenditure 46099 Total net assets 0</b>
	Para 1.22	
Amount of reserves held	Para 1.22	<b>0</b>
Reasons for holding zero reserves	Para 1.22	<b>All funds spent on activities</b>
Details of fund materially in deficit	Para 1.24	<b>No deficit</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Appointed or re-appointed and elected by members at AGM</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p><b>Trustees are inducted by being taken through our accounts, policies and information on our strategic direction.</b></p> <p><b>We access training sessions via Young Brent Foundation to meet our safeguarding responsibilities.</b></p> <p><b>All new trustees meet with existing trustees to understand our direction, and broad objectives are agreed for the duration of their tenure.</b></p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<b>Higher Potential are members of Young Brent Foundation who offer support, guidance and advice. We are also linked into our local CVS.</b>
Other		

## Reference and Administrative details

Charity name	Higher Potential
Other name the charity uses	
Registered charity number	1178146
Charity's principal address	5 Hassop Road London NW2 6RX

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Duhaney Burke	Chair		
2	Denver Hamilton			
3	Howard Buckley			
4	Kita Ikoku		(joined 1/4/2021)	
5				
6				
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14				
15				
16				
17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Duhaney Burke

Position (eg  
Secretary, Chair, etc)

Chair

Date

29/01/2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

HIGHER POTENTIAL

1178146

## Receipts and payments accounts

2021-22

For the period  
from

06-Apr-22

05-Apr-22

06-Apr-22

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Local Authority Funding (LBB)	46,466	-	-	46,466	36,202
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	46,466	-	-	46,466	36,202
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	46,466	-	-	46,466	36,202
<b>A3 Payments</b>					
Administration Cost	113	-	-	113	-
Bidding Cost	500	-	-	500	-
Building Security	280			280	
Chq 100016	418			418	
Deep Clean	191			191	
Energy cost	4,321			4,321	
Event Cost	298			298	
Media Production	1,697			1,697	
Miscellaneous Other	4,850			4,850	
Private Fuel	450			450	
Production Cost	2,065	-	-	2,065	-
Project Manager	9,306	-	-	9,306	-
Radio Advertising	610	-	-	610	-
Rent Charge	21,000	-	-	21,000	-
Prior Year Expense Charges	-	-	-	-	27,350
<b>Sub total</b>	46,099	-	-	46,099	27,350
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	46,099	-	-	46,099	27,350
<b>Net of receipts/(payments)</b>	367	-	-	367	8,852
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>		8,852	-	8,852	-
<b>Cash funds this year end</b>	367	8,852	-	9,219	8,852

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		367	8,852	-
		-	-	-
		-	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	367	8,852	-
		OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Details			
			-	-
	Studio & Office Equipment		32,860	32,860
			-	-
			-	-
		-	-	
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details			
		-	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Duhaney Burté	Duhaney Burté	30/01/2023	



Section A

Independent Examiner's Report

Report to the  
trustees/ members  
of

Charity Name  
Higher Potential

On accounts for the  
year ended

05<sup>th</sup> April 2022

Charity  
no (if  
any)

1178146

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05/04/2021**

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Independent  
examiner's  
statement

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

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed: Bonny Needham

Date: 31/01/2023

Name: Bonny Needham

Relevant  
professional

Financial Accountant  
ACCA

**qualification(s) or  
body (if any):**

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**Address:**

109 Park Lane

Harrow

Middlesex

## Section B

## Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

I did have some concerns regarding the administration within the charity, I have advised the trustees that they should implement a more robust policy and procedures in regards to documents and records keeping.

This has now been met and the trustee has made assurances this will be carried out going forward.