

HOUNSLOW'S PROMISE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

HOUNSLOW'S PROMISE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S Malhotra A D Fraser K Prunty E G Lambert J Frost CBE R K Dzik A L Rides	(Appointed 1 July 2020)
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Charity number	1183264
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Principal address	Cranford Community College High Street Hounslow TW5 9PD
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Independent examiner	Francis Corbishley Moore Northern Home Counties Limited First Floor 73-75 High Street Stevenage Hertfordshire SG1 3HR
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HOUNSLOW'S PROMISE

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HOUNSLOW'S PROMISE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and 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 to the financial statements and comply with the charity's constitution, 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 (FRS 102) (effective 1 January 2019)".

Objectives and activities

Summary of the purposes of the charity

To advance in life and help young people in Hounslow for public benefit by providing information, advice and assistance, programmes, activities and other support to develop:

- (a) their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
- (b) their education to prepare them for entry to any occupation, trade or profession on leaving any educational establishment;
- (c) their physical and mental well-being; and,
- (d) their civic responsibility and volunteering.

To develop the capacity and skills for public benefit of the diverse members of the communities of Hounslow, particularly those communities which are under-privileged, in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

All trustees have read and understand the guidance issued by the Charity Commission on public benefit and have regard to public benefit guides PB1, PB2 and PB3 when making decisions they are relevant to.

Main activities

Mentoring scheme

A new intake was set up for the HP community mentoring scheme, adapting to the COVID situation and running almost completely online. This was coordinated by the Hounslow's Promise project manager employed from 1st June 2020 for 10 months. Mentees and mentors were recruited for the online pilot scheme, with regular mentoring and the programme running formally for six months from October to March 2021 and agreed to extend by 2 months due to the success of the initiative.

Connecting Kids@Home Project

A programme was set up to support young people in Hounslow who were unable to access their online school classroom due to lack of access to broadband or to a computer at home. Working with the Hounslow Education Partnership forum of head teachers and Spring West Academy, a scheme was set up to seek computer donations. An estimate of demand was around 1000 needed for children across Hounslow. At the time a national shortage of laptops and PCs being available was also preventing the fast purchase of much needed equipment. Only around 30,000 were available in UK warehouses and the Government's initial priorities was to make these available for the NHS and to support families to speak to loved ones they could not visit. Advice was also given by TechUK regarding the reconditioning of laptops. School IT teams coordinated cleaning down and resetting of equipment for use by school pupils. Volunteers were recruited for the collection of laptops at drop off points and from people's homes.

Young people's survey

An online survey of young people's attitudes and experience of COVID impacts on their attainment and well being was undertaken with the support of local schools. Around 100 young people took part over summer 2020 with the results used to support programme development and ensuring the voices of young people was being heard.

HOUNSLOW'S PROMISE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Bid applications with partners

The charity this year had begun to build on its experience and networks to put in applications with partners for funding for programmes. This included developing of initiatives with Heston West Big Local, Common Purpose and other organisations.

Contribution made by volunteers

Volunteers were recruited to undertake mentoring roles on this year's mentoring scheme.

Volunteers also helped with the redesign and updating of the charity website.

Volunteers with relevant experience have also assisted with bid writing.

A team of volunteers were also recruited and trained to assist with the collecting and distributing to schools of refurbished computers for school pupils. Volunteers coordinated collection from those donating PCs, delivered the PCs to Spring West Academy where they were refurbished or to be taken to Richmond Rugby Club who we also joined with and through which computers were also being refurbished.

Achievements and performance

Main achievements of the charity

Mentoring scheme outcomes

During this year 2020-21 we saw the further development and growth of student mentees. The programme was officially to end in March 2021 but the feedback was so positive from the mentors and mentees that the majority continued for another two months in the mentoring relationship. Outcomes for mentees based on feedback in 2020-21 included successful applications for jobs, university places and other opportunities.

Young people's survey

The stark results of this survey were fed in to the local authority and partners to support initiatives to help with well being of local young people. 84% of students surveyed felt their educational attainment has been negatively affected by Covid-19.

The majority also felt their social mobility has been negatively affected. Students from all year groups reported wanting more contact with teachers, and missing family and friends. There was also a clear concern about missing work and feeling that they needed to catch up. Year 11 students asked for support with mental health and wellbeing, motivation, and work experience/ employment opportunities. Specific support with transition was sought by year 11 and 12s.

Connecting Kids@Home

The total number of laptops and PCs received up to March 2021 was 280. An arrangement with BT also saw 50 broadband contracts for six months given to local families with children without broadband access. We continued to collect devices through to the end of March, and then reviewed the community need. Feedback from headteachers measuring the impact of the donations programme showed a significant shift in engagement with learning from pupils who had been unable to connect with their online classroom and for whom schoolwork had been previously delivered in paper form once a week. Young people and their families also reported the positive impact the programme had had for them. The scheme was covered by BBC News and Sky News and shared with Government Ministers to support the development of national initiatives to support access to computers for children from poorer families.

HOUNSLOW'S PROMISE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Financial review

Review of the charity's financial position

The charity is in a strong financial position with the uncertainties of Covid still a reality but firm commitments from donors of funding in the future. The Connecting Kids@Home programme was largely at zero cost operation with donations going directly to support purchase of laptops. The main cost item during this period was the salary and overheads of a part time project manager.

Reserves policy

Reserves are held for the following reasons - continuity of business and support for medium and long term development plans. The Trustees' current policy is to hold three months running costs as a minimum reserve so as to be able to respond to changes in circumstances and adapt as needed. This policy is also kept under annual review with advice as to whether to increase reserves from the three month minimum as our activity increases.

Amount of reserves held

At the balance sheet date, the charity held free reserves of £15,561.

Principal sources of funds

- Individual and business donations through the Patrons and Fellows schemes
- Fund raising activities such as Gala Dinner
- Sponsorship of individual event costs
- Bid writing

Principal risks facing the charity

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Whilst Covid-19 continues to affect the fundraising climate for some donors and COVID continues to affect some programme activity and aspirations, our main patrons are re-engaging and the fundraising climate is improving. Recruitment of future staffing as for other sectors may be more challenging in the current environment.

Going concern assessment

The Trustees have no concerns about the charity continuing as a going concern. Covid-19 uncertainty resulted in some delays to programme activity. Some activity including mentoring was undertaken virtually. The Computer donations scheme was undertaken using strict social distancing guidance. The charity has adapted other programme development to be in hybrid form – combination of physical and online as appropriate to the circumstances.

Structure, governance and management

Nature of governing document and how the charity is constituted

The charity is a charitable incorporated organisation (CIO) as set out in its constitution dated 3 May 2019.

The trustees who served during the year and up to the date of signature of the financial statements were:

S Malhotra

A D Fraser

K Prunty

HOUNSLOW'S PROMISE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

E G Lambert

J Frost CBE

S P Fry

(Resigned 1 July 2020)

R K Dzik

A L Rides

(Appointed 1 July 2020)

Recruitment and appointment of trustees

Trustees are selected from the local community or more widely where they bring external experience and expertise in areas relevant to the charity objects.

In selecting individuals for appointment as charity trustees, they must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

We work closely with the London Borough of Hounslow, the Hounslow Chamber of Commerce, the Hounslow Education Partnership and with local community and charitable organisations. We have also been a part of the national Youth Employment Group with other charities working with young people.

The trustees' report was approved by the Board of Trustees.



Guy Lambert (Feb 1, 2022, 3:34pm)

E G Lambert

Dated: 1 February 2022

HOUNSLOW'S PROMISE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW'S PROMISE

I report to the trustees on my examination of the financial statements of Hounslow's Promise (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. 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

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

F J Corbishley

Francis Corbishley
Francis Corbishley (Feb 1, 2022, 3:39pm)
Independent examiner

First Floor
73-75 High Street
Stevenage
Hertfordshire
SG1 3HR

Dated: 1 February 2022

HOUNSLOW'S PROMISE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income from:</u>			
Donations and legacies	2	15,450	-
Income from other trading activities	3	-	45,083
Total income		<u>15,450</u>	<u>45,083</u>
<u>Expenditure on:</u>			
Costs of raising funds	4	-	17,353
Charitable activities	5	35,989	2,792
Total resources expended		<u>35,989</u>	<u>20,145</u>
Net (expenditure)/income for the year/ Net movement in funds		(20,539)	24,938
Fund balances at 1 April 2020		<u>36,100</u>	<u>11,162</u>
Fund balances at 31 March 2021		<u><u>15,561</u></u>	<u><u>36,100</u></u>

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

All income and expenditure derive from continuing activities.

HOUNSLOW'S PROMISE

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Debtors	9	2,871		-	
Cash at bank and in hand		15,030		37,240	
		<u>17,901</u>		<u>37,240</u>	
Creditors: amounts falling due within one year	10	<u>(2,340)</u>		<u>(1,140)</u>	
Net current assets			15,561		36,100
			<u>15,561</u>		<u>36,100</u>
Income funds					
Unrestricted funds			15,561		36,100
			<u>15,561</u>		<u>36,100</u>

The financial statements were approved by the Trustees on 1 February 2022



Guy Lambert (Feb 1, 2022, 3:34pm)
E G Lambert
Trustee

HOUNSLOW'S PROMISE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Hounslow's Promise is a charitable incorporated organisation whose principal address is Cranford Community College, High Street, Hounslow, TW5 9PD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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 £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The trustees have considered the impact of the Covid-19 pandemic on the charity's activities and do not believe there to be any change to the going concern status of the charity.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

HOUNSLOW'S PROMISE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised in the statement of financial activities on an accrual basis as a liability is incurred. Expenditure includes any VAT which can not be fully recovered.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

HOUNSLOW'S PROMISE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Donations and legacies

	Unrestricted funds	Total
	2021 £	2020 £
Donations and gifts	15,450	-

3 Income from other trading activities

	Total	Unrestricted funds
	2021 £	2020 £
Fundraising events	-	45,083

4 Costs of raising funds

	Total	Unrestricted funds
	2021 £	2020 £
Fundraising and publicity		
Staging fundraising events	-	17,353

HOUNSLOW'S PROMISE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

5 Charitable activities

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Staff costs	20,406	-
Laptops donated	12,000	-
Computer and software	1,400	-
	<u>33,806</u>	<u>-</u>
Share of support costs (see note 6)	983	932
Share of governance costs (see note 6)	1,200	1,860
	<u>35,989</u>	<u>2,792</u>

6 Support and governance costs

	Support costs £	Governance costs £	Total £	2020 £
Insurance	490	-	490	383
Sundry expenses	-	-	-	30
Administrative costs	493	-	493	519
Independent examination fee	-	1,200	1,200	1,140
Charity setup costs	-	-	-	720
	<u>983</u>	<u>1,200</u>	<u>2,183</u>	<u>2,792</u>
Allocated to Charitable activities	<u>983</u>	<u>1,200</u>	<u>2,183</u>	<u>2,792</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

There were no employees during the year.

Employment costs	2021 £	2020 £
Wages and salaries	<u>20,405</u>	<u>-</u>

HOUNSLOW'S PROMISE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	2,871	-
	<u>2,871</u>	<u>-</u>

10 Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	2,340	1,140
	<u>2,340</u>	<u>1,140</u>

11 Related party transactions

There were no disclosable related party transactions during the year.



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Audit history log

Date	Action
Tue, 1st Feb 2022 15:39:50 UTC	The envelope has been signed by all parties. (83.219.51.124)
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