Chair's report to the Annual General Meetings for Kew Neighbourhood Association on 9th March 2023

The AGM this year is different from previously as there are two AGMs on the evening. The first is our AGM for our current organisation and the second is an AGM for our to-be incorporated organisation. You may recall at our AGM last year, the meeting voted in favour of the proposal to pursue incorporation, approved the constitution and authorised the trustees to make arrangements for the transfer of the assets and liabilities including eventually the dissolution of the unincorporated association."

The reason for pursuing 'incorporation' is to ensure that the charity has a legal personality, in the same way as a company. This means that the organisation can, for example, enter into contracts in the charity's name. In addition, incorporation means that trustees' personal financial liability for the charity is reduced, and will allow KNA to continue to recruit trustees with the right skills to ensure the charity is governed well.

There will be no change to the services that KNA offers.

Part A: Report to Annual General Meeting for Kew Neighbourhood Association's existing organisation (Charity Number 1034340)

Twelve months ago minus one day, in March last year, at our AGM we were thankful that our AGM was being held in person after many months of meetings held by Zoom. We were also just a few shocking weeks into Russia's war on Ukraine and none of us were imagining that, more than a year on, the war would still be raging. Adding on top of that the cost of living crisis and it has yet again proved to be a challenging year.

I give thanks to Abi Palmer, our Director, our staff, office volunteers and those who volunteer their help for our clients. They have continued to respond to the changing situations over the last year to provide the best possible service to our clients, despite many facing these challenges themselves.

Operations

The biggest challenge we faced after the AGM last year was the balance between driving jobs demand and driver availability. By quarter 2 in 2022, KNA, and the majority of Neighbourhood Care Groups across Richmond, had concerns about having adequate numbers of drivers at that time. Prolonged driving volunteer absences to go on much deserved and needed trips, return to work, making life changes or moving out of Kew made driving jobs difficult to fill.

The challenge continued in particular with drivers for regular jobs: it's not that we had less drivers, it's more that we had fewer regular drivers carrying out the bulk of the work. In 2019 KNA had 15 regular drivers each week; in June 2022 KNA had just six.

The number of driving jobs in the last financial year (September 2021 - August 2022) increased by 671 to 1,584. The total number of clients driven in the year was 2,499 with a total of 11,799 miles covered. Non-transport jobs increased by 77 to 2,173.

Vicky Griffin stepped down from the role of Administration Assistant last year and we are delighted that she is carrying on with her role as Communications & Marketing Assistant.

Linda Redding has resigned as Companionship Manager and she has kindly said she will continue with significantly reduced hours to keep the Companionship service going and handover to a replacement. If you are interested in knowing more about the role, please do contact us.

We were delighted to welcome Gail Adams as Operations Manager in December 2022, and thank her for the voluntary work that she did before that. Gail is also Abi's deputy.

We have continued with appropriate training for our staff and volunteers. For example, in October 2022 we arranged a Moving & Handling Training session which was attended by seven KNA Volunteers, one KNA staff member, one Avenue Club staff member and three HANDS Neighbourhood Care group volunteers.

There have been some wonderful events and opportunities throughout the year:

- In May we had a stall with Richmond Good Neighbours at RCVS Volunteer Fair
- In June we held a successful Client Summer Party for the Queen's Platinum Jubilee. Invitations were sent to all clients (along with information on Where to get Financial Assistance and other advice). The event was attended by 57 KNA Clients and 45 Maids of Honour Tea Boxes were delivered to clients who were housebound. 28 Volunteers helped make the party a success by providing transport, setting/clearing up, looking after guests and/or delivered Tea Boxes. The event was attended by the Mayor of Richmond, Julia Cambridge and her consort, Cllr Nancy Baldwin. We were grateful for a donation towards the food from Kew College.
- In June we had a stall at Kew Fete.
- In July there was a Companionship volunteer coffee morning hosted by a trustee at their home, and nine volunteers attended.
- In October we worked in partnership with Broomfield School putting them in touch with clients to receive one of their beautiful Harvest Hampers
- In November we held a party for all our wonderful volunteers.
- In early December we had a KNA stall at Kew Sparkle
- In mid-December we provided Maids of Honour Christmas tea boxes to clients, providing a phone call to all clients plus delivery of 190 boxes
- Volunteers phoned / visited 15 KNA clients between Christmas and New Year.
- A note of thanks to KNA's Moments of Joy volunteer, Carim Seaborn-Johnson, who delivers homemade brownies, a pot plant and a card to our clients celebrating significant birthdays. Also, to Iain Mulligan, KNA's personal postie, who hand delivers birthday and Christmas cards throughout the year.

Many thanks go to Abi Palmer and her team for running the KNA stalls and to all those who took a turn on the stall or helped set up and take down, and for organising the events, and for all who helped at them.

Finances

As our Treasurer is doing a separate report, I will keep this brief. We are very grateful for all those who are able to contribute financially or otherwise to us.

Thank you to RPLC for granting us both core funding and funding for the Companionship service.

Thank you to St Anne's for their financial donations to us as one of their supported charities this year and for gifting us use of the Church Hall for the AGM.

Thank you to all those individuals who have made donations to us, enabling us to provide get-togethers such as our Summer Party and personal touches such as Christmas tea boxes.

Thank you to The Good Wine Shop who donated the proceeds from all its four shops of the sale of plastic bags (Kew, Chiswick, Richmond and Teddington) and gave us a discount on the purchase of wine for the AGM.

Strategy

Back in 2019 and then more recently, we have been receiving pro bono consultancy and advice from Cranfield Trust. In September we held a (much delayed by Covid) strategy day which was facilitated by a consultant at Cranfield Trust. We covered four main topics:

- Our environment – what are we operating in, what are the trends. Examples included the post covid shift out of London; people retiring later so not available to help at KNA; increase in technology – everything moving online but some of our clients aren't digitally equipped.
- Aspirations for KNA in 3-5 years – the consultant asked us to answer "If we were to read a newspaper article in 2026 – 'How did KNA cope with the economic storm of 2022/23' – what would it say?". We discussed building financial strength, maintaining the number of volunteers especially drivers, creating links with other organisations.
- Issues and risks – aging population in Kew, demand for volunteers, increased regulations, digital safety, digital exclusion.
- Steps towards aspirations – including Incorporation, outreach strategy, companionship expanding to 1 to many as well as 1-2-1.

From this we agreed a number of actions, short term and long term, that we are executing. We are grateful for the work that the Cranfield Trust have done to support us.

Governance

There are four trustees leaving or retiring during this year: Gaye Russell resigned during 2022; Canon Brian Coyle, priest at St Winefride's, has left Kew to assist at another church as requested by the Bishop - at our last trustee meeting we thanked him and wished him well; and Lindsey Cape; and Josie Adams will retire at the AGM from being our treasurer. This is

the second time Josie has retired as our treasurer and we are very grateful to her for all the sterling work she has done and look forward to thanking her formally at the AGM.

There are three trustees that will be put forward for re-election at the AGM: two for the first time, Sharon La Ronde and Margaret de Fonblanque, and Martin Cross for the 2nd time.

This means that we have a number of vacancies for trustees. We are specifically seeking someone who can take on the role of Treasurer, and someone with IT skills, both hands-on with the sort of system we use in our KNA office and a good knowledge of policies and standards. We are also keen to hear from volunteers with any skills that are willing to be a trustee, in this changing world we don't know what skills we may need in the future. Please do contact us for a chat if you might be interested, or know someone who would.

Incorporation

Since we received approval at the last AGM to pursue incorporation, we have been moving forward with this, albeit more slowly than we had hoped, principally because of a backlog at our bank, Barclays, in responding to requests for incorporation and then following through with this. We have reached the stage of being ready to stand up the new incorporated organisation and this will be covered in the AGM for the new organisation. I very much look forward to your support of the trustee appointments at the meeting. Thank you especially to Kirsty Gillan-Thomas and ex-trustee Alan Sandall for all the work done to get us to this point.

Lastly but not least

My thanks go to our staff, who again have kept KNA's services going in still difficult circumstances. They have been proactive, positive, energetic and resolute, and Abi has led them brilliantly.

Thank you also to our office volunteers who do an amazing job keeping the services running and being a welcoming, helpful voice on the phone and on the WhatsApp group.

I thank our trustees for their support and their work for KNA, especially Sharon La Ronde as Vice-Chair and my deputy. A big thank you also to John Tatam (office volunteer) that volunteers as secretariat for the trustee board meetings.

Thank you too for Kew Community Trust and the Avenue Club for their partnering with us.

I give huge thanks to our volunteers, without whom there would be no services for our clients, for their continued support and their determination to provide the best services to our clients.

And finally many thanks to our clients, without whom there would be no KNA. Thank you for working with us, for being patient when we need to get back to you, and for your kind words of thanks.

Judi Braddock
4th March 2023

Part B: Report to Annual General Meeting for Kew Neighbourhood Association CIO (Charity Number 1196093)

We look forward to welcoming you at the first AGM of the new KNA incorporated organisation (CIO). At the KNA AGM for the existing organisation last year the meeting voted in favour of the proposal to pursue incorporation, approved the constitution and authorised the trustees to make arrangements for the transfer of the assets and liabilities including eventually the dissolution of the unincorporated association.

Election of officers and trustees

The first trustees of the CIO are listed on the registration document in October 2021 as Judi Braddock, Josie Adams, Kirsty Gillan-Thomas, Martin Cross, Claudine McCreadie and Alan Sandall. Claudine and Alan have stepped down as trustees since then, and confirmed that it was their intent to step down from the new CIO also.

The trustees leaving or retiring during this year are also stepping down from the CIO.

There are three trustees that will be put forward for re-election at the AGM: two for the first time, Sharon La Ronde and Margaret de Fonblanque, and Martin Cross for the 2nd time. The re-election will be for the CIO also.

It is our intent that all current trustees of KNA (who are not stepping down at the KNA existing organisation AGM) will be proposed as trustees for the new CIO and it is this that we will be proposing at the AGM for the CIO.

As the year progresses, under the CIO constitution the existing trustees can appoint new trustees to the board, whose appointment will last until the next AGM, when they will either step down or be elected at the AGM.

The first officers of the CIO will be proposed as Judi Braddock (Chair) and Sharon La Ronde (Vice-Chair).

Looking forward

In response to Big Help Out Monday, the 8th May Coronation Bank Holiday, we will ask our volunteers to collect KNA leaflets from The Good Wine Shop in the week before the bank holiday to deliver to their street parties over the holiday weekend. We ask our volunteers to make sure the clients they know about in their street(s) are invited to street parties, invite people to deliver leaflets on theirs and surrounding streets, and think about someone on their street they could talk to about KNA's services.

As a new KNA CIO, we look forward to continuing to provide our KNA services to our clients through our wonderful volunteers and staff in 2023 and beyond. Thank you for your support.

Judi Braddock
4th March 2023

Annual General Meeting – Thursday 9th March 2023

Brief review of Statistics for 1 September 2021 to 31 August 2022

Overview

	2021/22	**2020/21**	Difference
Driving Jobs - Medical	428	293	+135
Avenue Club & Other Destinations	1,156	647	+509
Non Driving Jobs	2,164	2,069	+417
Total Jobs	**3,748**	**3,009**	**+739**
Jobs per week	**72**	**58**	**+14**

Details:

Transport Jobs	**2021/22**	**2020/21**	Difference
Hospital Trips	181	115	+66
Doctors / Dentists	209	128	+81
Rehabilitation Clinics	38	23	+15
Avenue Club / Other	1,156	647	+509
Total Transport Jobs	**1,584**	**913**	**-+653**

Non Transport Jobs	**2021/22**	**2020/21**	Difference
Shopping	492	817	-325
Gardening	11	8	+3
Companionship (includes in person & phone) *	1,661	1,244	+417
Prescription Pick-up	9	27	-18
Total Non Transport Jobs	**2,173**	**2,0**	**+77**

Minicab Fund	**2021/22**	**2020/21**	Difference
Take Up Rate	16%	48%	-32%

Number of Volunteers	**2021/22**	**2020/21**	Difference
Overall Total of Volunteers	160	158	+2
Drivers	62	50	+12
Shoppers	52	46	+6
Light gardeners	7	8	-1
Companions (face to face/phone)*	27	38	-11
Office Volunteers	11	10	0+1
Active New Volunteers	17	12	+5
KNA Alumni	47	38	+9

*There was a decline in active companions as some volunteers had only come forward during the height of the pandemic. Reduced need also meant some companions stood down.

Number of Clients	**2021/22**	**2020/21**	Difference
Active Current Clients	233	230	+3
Former / Inactive Clients	28	31	-3
New Clients	25	23	+2

Current data is collated using KNA's Lamplight Database operating since January 2016. The definition of 'Active Clients' includes accessing KNA's services, attending an event as well as letters and phone calls made to or received from clients in the last 12 months. Former / Inactive clients includes those that are deceased, moved away or have stated they no longer require KNA's services.

KEW NEIGHBOURHOOD ASSOCIATION

Report and Accounts

Year ended August 31 2022

Charity number : 1034340

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Trustees

Judi Braddock
Josie Adams
Canon Brian Coyle
Martin Cross
Lindsay Cape
Kirsty Gillan-Thomas
Martin Keene
Margaret de Fonblanque
Adriana Minkova
Sharon La Ronde
Gaye Russell

Registered office	St Luke's House 270 Sandycombe Road Kew, Richmond Surrey TW9 3NP
Charity number	1034340
Independent examiner	Lesley Pasricha FCA 23 Front Street Portesham Weymouth Dorset DT3 4ET

The Trustees present their report and the accounts for the year ended August 31 2022.

Constitution
Kew Neighbourhood Association is a registered charity. The registered number is 1034340.

Principal activity
We work closely with individuals and organisations to support people in Kew who have difficulty getting out and about, or who would appreciate a little regular company, by providing access to reliable, neighbourly help.

The policies adopted in order to achieve these objectives are to provide transport for visits to hospitals, clinics, doctors/dentists and shopping, befriending and light gardening.

The Trustees have considered the guidance issued by the Charity Commissions with regard to public benefit in deciding what activities to undertake.

The Trustees have identified risks and taken steps to mitigate them.

Governance and management
The day-to-day activities of the charity are delivered by the Co-ordinator and volunteers with governance provided by the Trustees.

Review of the year
The financial result for the year is set out on page 3.

Trustees
The Trustees who held office during the year were as follows:

Judi Braddock	- Chairman
Sharon La Ronde	- Vice Chairman
Josie Adams	- Treasurer
Lindsay Cape	
Canon Brian Coyle	- appointed March 10 2022
Martin Cross	
Margaret de Fonblanque	
Kirsty Gillan-Thomas	
Martin Keene	
Claudine McCreadie	- resigned March 10 2022
Adriana Minkova	- appointed March 10 2022
Alan Sandall	- resigned March 10 2022
Andrew Brown	- resigned March 10 2022
Gaye Russell	- appointed March 10 2022

No Trustee received any remuneration in this year (2021 £nil); nor did any Trustee benefit from any contract with the charity during the year

Reserves Policy
Taking into account the particular circumstances of the charity, the Trustees have established an initial policy for reserves. The Trustees have decided that such unrestricted funds not committed or invested in tangible fixed assets should not fall below the level of twelve months operational expenditure.

Statement of Trustees' responsibilities in relation to the accounts
The Charities Act 2011 requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the profit or loss of the charity for that period. In preparing those accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently:
- make judgements and estimates that are reasonable and prudent:
- follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the disclosure regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board of Trustees on 9th March 2023 and signed on its behalf by

Trustee J Braddock

Judi Braddock

Kew Neighbourhood Association
Report of the independent examiner to the Trustees of the Kew Neighbourhood Association

I report on the accounts for the year ended August 31 2022 set out on pages 3 to 9.

Respective responsibilities of the Board of Trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under s.144(2) of the Charities Act 2011 (the 2011 Act and that an independent examination is needed.

It is my responsibility:
- to examine the accounts under s.145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:
1. which gives me reasonable cause to believe that in any material respect the requirements:
- to keep proper accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which agree with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lesley Pasricha
Chartered Accountant
23 Front Street
Portesham
Weymouth
DT3 4ET

Kew Neighbourhood Association
Statement of financial activities for the year ended August 31 2022

	Notes	General Fund	2022 Restricted Fund	Total Funds	2021 Total Funds (as restated)
		£	£	£	£
INCOMING RESOURCES					
From generated funds:					
Voluntary income:					
Grant from LBRUT		1,000	0	1,000	0
Grant from CILS		7,177	0	7,177	6,469
Grant from Richmond Parish Lands - Core		30,000	0	30,000	12,200
Grant from Richmond Parish Lands- Companionship		13,344	0	13,344	9,565
Donations and gifts		14,217	0	14,217	105,184
Investment income		4,507	172	4,679	1,791
Activities for generating funds					
Fundraising		784	0	784	252
		71,029	172	71,201	135,461
RESOURCES EXPENDED	2				
Charitable activities		60,807	88	60,895	53,205
Governance costs		915	35	950	900
		61,722	123	61,845	54,105
NET INCOMING/(OUTGOING) RESOURCES BEFORE INVESTMENT GAINS/(LOSSES)		9,307	49	9,356	81.356
NET GAINS/(LOSSES) ON INVESTMENTS		(12,600)	(482)	(13,082)	14,437
		(3,293)	(433)	(3,726)	95,793
TRANSFERS		0	0	0	0
NET MOVEMENT IN FUNDS		(3,293)	(433)	(3,726)	95,793
FUNDS AT SEPTEMBER 1 2021		142,991	5,469	148,460	52,667
FUNDS CARRIED FORWARD AT AUGUST 31 2022		139,698	5,036	144,734	148,460
		======	======	======	======

The notes on pages 7 to 9 form part of these accounts.

Kew Neighbourhood Association
Balance Sheet as at August 31 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible fixed assets	**4**		426		851
Investments	**5**		143,462		163,543
Current assets					
Debtors and prepayments	**6**	764		589	
Bank Deposit account		154		154	
Hargreaves Landsdown - cash account		1,904		1,421	
Bank current account		2,961		1,174	
		5,783		3,338	
Creditors: amounts falling due within one year	**7**	4,937		19,272	
Net current assets/(liabilities)			846		(15,934)
			144,734		148,460
Represented by:					
General fund	**8**		139,698		142,991
Restricted funds	**8**		5,036		5,469
			144,734		148,460

Approved by the Board of Trustees on 9th March 2023 and signed on its behalf by

Trustee

Trustee

The notes on pages 7 to 9 form part of these accounts

1 Accounting policies

(a The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 1 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

(b) Donations and other income are accounted for when received, with the exception of grants and restricted funds. Interest from bank deposit accounts is included in the accounts on a cash basis as the effect is not materially different from using an accruals basis.

(d) Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure includes any VAT which cannot be fully recovered. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

(e) The General Fund represents funds for use at the trustees' discretion. Restricted funds are funds which have been given for a specific purpose.

(f) Tangible fixed assets are stated at cost less depreciation. Depreciation on office equipment is charged at 33.33% per annum.

(g) Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

2. Resources expended

		2022		2021
	General Fund	**Restricted Fund**	**Total Funds**	**Total Funds**
	£	£	£	£
Charitable expenditure				
Carelines	0	88	88	88
Salaries	41,404	0	41,404	37,833
Pension contributions	1,958	0	1,958	1,749
Insurance	684	0	684	591
Donations for social activities	3,539	0	3,539	3,837
Fundraising expenses	282	0	282	153
Minicab fares	607	0	607	822
Other expenses	557	0	557	514
Petrol paid to drivers	4,676	0	4,676	2,833
Postage, printing & stationery	691	0	691	329
Telephone	2,571	0	2,571	1.949
Computer	1,350	0	1,350	910
Rent of office	764	0	764	764
DBS checks	315	0	315	0
Depreciation	425	0	425	425
Befriending	285	0	285	0
Investment management fees	699	0	699	408
	60,807	88	60,895	53,205
	======	======	======	======
Governance costs				
Independent examiner's fee	915	35	950	900
	======	======	======	======

3. Staff costs

Four people are normally employed by the charity on a part time basis. The total emoluments for the year were – gross salaries of £41,404 plus employer's national insurance of £0 (2021- gross salaries £37,833 plus employer's national insurance £0).

4. Tangible assets

	£
Office equipment	
Cost	
At September 1 2021	3,337
Additions	0
Disposals	0
At August 31 2022	3,337
Depreciation	
At September 1 2021	2,486
Charge for year	425
At August 31 2022	2,911
Net book value – August 31 2022	426
Net book value – August 31 2021	851

5. Investments

	£
Value of investments at September 1 2021	163,543
Additions at cost	12,000
Disposals at valuation	(19,594)
	155,949
Loss on revaluation	(12,487)
Carrying value at August 31 2022	143,462
Investments comprise:	
Investments listed on UK Stock Exchange	143,462

The original cost of the listed investments was £142,597.

6. Debtors

	2022 £	2021 £
Other debtors	0	0
Prepayments	764	589
	764	589

All amounts under debtors fall due for payment within one year.

7. Creditors: amounts falling due within one year

	2022	2021
	£	£
Income in advance	2,642	15,986
Accrued expenses	1,830	2,809
Payroll taxes	465	477
	4,937	19,272
	======	======

8. Analysis of funds

	Balance September 1 2021	Transfer between funds	Incoming resources	Resources expended	Balance August 31 2022
	£		£	£	£
General Fund	142,991	0	71,029	(74,322)	139,698
Kew Carer's Fund	1,992	0	63	(276)	1,779
Village Fund	3,477	0	109	(329)	3,257
	148,460	0	71,201	(74,927)	144,734
	======	=======	======	=======	======

The Kew Carer's Fund was originally established to provide relief for carers and is now used to provide Careline alarms to clients who are just above the level to qualify for income support. This fund was funded by Richmond Philanthropic Society.

The Village Fund was established to fund the creation of a new website, the training of volunteers and the creation of a series of films about Kew Neighbourhood Association.

9. Analysis of assets between funds

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
General Fund	426	138,426	846	139,698
Restricted Funds	0	5,036	0	5,036
	426	143,462	846	144,734
	=======	=======	=======	========

KEW NEIGHBOURHOOD ASSOCIATION

Report and Accounts

Year ended August 31 2022

Charity number : 1034340

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Taking into account the particular circumstances of the charity, the Trustees have established an initial policy for reserves. The Trustees have decided that such unrestricted funds not committed or invested in tangible fixed assets should not fall below the level of twelve months operational expenditure.

Statement of Trustees' responsibilities in relation to the accounts
The Charities Act 2011 requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the profit or loss of the charity for that period. In preparing those accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently:
- make judgements and estimates that are reasonable and prudent:
- follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the disclosure regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board of Trustees on 9th March 2023 and signed on its behalf by

Trustee J Braddock

Judi Braddock

Kew Neighbourhood Association
Report of the independent examiner to the Trustees of the Kew Neighbourhood Association

I report on the accounts for the year ended August 31 2022 set out on pages 3 to 9.

Respective responsibilities of the Board of Trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under s.144(2) of the Charities Act 2011 (the 2011 Act and that an independent examination is needed.

It is my responsibility:
- to examine the accounts under s.145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:
1. which gives me reasonable cause to believe that in any material respect the requirements:
- to keep proper accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which agree with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lesley Pasricha
Chartered Accountant
23 Front Street
Portesham
Weymouth
DT3 4ET

Kew Neighbourhood Association
Statement of financial activities for the year ended August 31 2022

	Notes	General Fund	2022 Restricted Fund	Total Funds	2021 Total Funds (as restated)
		£	£	£	£
INCOMING RESOURCES					
From generated funds:					
Voluntary income:					
Grant from LBRUT		1,000	0	1,000	0
Grant from CILS		7,177	0	7,177	6,469
Grant from Richmond Parish Lands - Core		30,000	0	30,000	12,200
Grant from Richmond Parish Lands- Companionship		13,344	0	13,344	9,565
Donations and gifts		14,217	0	14,217	105,184
Investment income		4,507	172	4,679	1,791
Activities for generating funds					
Fundraising		784	0	784	252
		71,029	172	71,201	135,461
RESOURCES EXPENDED	2				
Charitable activities		60,807	88	60,895	53,205
Governance costs		915	35	950	900
		61,722	123	61,845	54,105
NET INCOMING/(OUTGOING) RESOURCES BEFORE INVESTMENT GAINS/(LOSSES)		9,307	49	9,356	81.356
NET GAINS/(LOSSES) ON INVESTMENTS		(12,600)	(482)	(13,082)	14,437
		(3,293)	(433)	(3,726)	95,793
TRANSFERS		0	0	0	0
NET MOVEMENT IN FUNDS		(3,293)	(433)	(3,726)	95,793
FUNDS AT SEPTEMBER 1 2021		142,991	5,469	148,460	52,667
FUNDS CARRIED FORWARD AT AUGUST 31 2022		139,698	5,036	144,734	148,460
		======	======	======	======

The notes on pages 7 to 9 form part of these accounts.

Kew Neighbourhood Association
Balance Sheet as at August 31 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible fixed assets	**4**		426		851
Investments	**5**		143,462		163,543
Current assets					
Debtors and prepayments	**6**	764		589	
Bank Deposit account		154		154	
Hargreaves Landsdown - cash account		1,904		1,421	
Bank current account		2,961		1,174	
		5,783		3,338	
Creditors: amounts falling due within one year	**7**	4,937		19,272	
Net current assets/(liabilities)			846		(15,934)
			144,734		148,460
Represented by:					
General fund	**8**		139,698		142,991
Restricted funds	**8**		5,036		5,469
			144,734		148,460

Approved by the Board of Trustees on 9th March 2023 and signed on its behalf by

Trustee

Trustee

The notes on pages 7 to 9 form part of these accounts

1 Accounting policies

(a The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 1 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

(b) Donations and other income are accounted for when received, with the exception of grants and restricted funds. Interest from bank deposit accounts is included in the accounts on a cash basis as the effect is not materially different from using an accruals basis.

(d) Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure includes any VAT which cannot be fully recovered. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

(e) The General Fund represents funds for use at the trustees' discretion. Restricted funds are funds which have been given for a specific purpose.

(f) Tangible fixed assets are stated at cost less depreciation. Depreciation on office equipment is charged at 33.33% per annum.

(g) Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

2. Resources expended

		2022		2021
	General Fund	**Restricted Fund**	**Total Funds**	**Total Funds**
	£	£	£	£
Charitable expenditure				
Carelines	0	88	88	88
Salaries	41,404	0	41,404	37,833
Pension contributions	1,958	0	1,958	1,749
Insurance	684	0	684	591
Donations for social activities	3,539	0	3,539	3,837
Fundraising expenses	282	0	282	153
Minicab fares	607	0	607	822
Other expenses	557	0	557	514
Petrol paid to drivers	4,676	0	4,676	2,833
Postage, printing & stationery	691	0	691	329
Telephone	2,571	0	2,571	1.949
Computer	1,350	0	1,350	910
Rent of office	764	0	764	764
DBS checks	315	0	315	0
Depreciation	425	0	425	425
Befriending	285	0	285	0
Investment management fees	699	0	699	408
	60,807	88	60,895	53,205
	======	======	======	======
Governance costs				
Independent examiner's fee	915	35	950	900
	======	======	======	======

3. Staff costs

Four people are normally employed by the charity on a part time basis. The total emoluments for the year were – gross salaries of £41,404 plus employer's national insurance of £0 (2021- gross salaries £37,833 plus employer's national insurance £0).

4. Tangible assets

	£
Office equipment	
Cost	
At September 1 2021	3,337
Additions	0
Disposals	0
At August 31 2022	3,337
Depreciation	
At September 1 2021	2,486
Charge for year	425
At August 31 2022	2,911
Net book value – August 31 2022	426
Net book value – August 31 2021	851

5. Investments

	£
Value of investments at September 1 2021	163,543
Additions at cost	12,000
Disposals at valuation	(19,594)
	155,949
Loss on revaluation	(12,487)
Carrying value at August 31 2022	143,462
Investments comprise:	
Investments listed on UK Stock Exchange	143,462

The original cost of the listed investments was £142,597.

6. Debtors

	2022 £	2021 £
Other debtors	0	0
Prepayments	764	589
	764	589

All amounts under debtors fall due for payment within one year.

7. Creditors: amounts falling due within one year

	2022	2021
	£	£
Income in advance	2,642	15,986
Accrued expenses	1,830	2,809
Payroll taxes	465	477
	4,937	19,272
	======	======

8. Analysis of funds

	Balance September 1 2021	Transfer between funds	Incoming resources	Resources expended	Balance August 31 2022
	£		£	£	£
General Fund	142,991	0	71,029	(74,322)	139,698
Kew Carer's Fund	1,992	0	63	(276)	1,779
Village Fund	3,477	0	109	(329)	3,257
	148,460	0	71,201	(74,927)	144,734
	======	=======	======	=======	======

The Kew Carer's Fund was originally established to provide relief for carers and is now used to provide Careline alarms to clients who are just above the level to qualify for income support. This fund was funded by Richmond Philanthropic Society.

The Village Fund was established to fund the creation of a new website, the training of volunteers and the creation of a series of films about Kew Neighbourhood Association.

9. Analysis of assets between funds

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
General Fund	426	138,426	846	139,698
Restricted Funds	0	5,036	0	5,036
	426	143,462	846	144,734
	=======	=======	=======	========