
HAMPSTEAD COMMUNITY ACTION LTD.
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

for the year ended 31 March 2023

HAMPSTEAD COMMUNITY ACTION LTD.
(A company limited by guarantee)

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HAMPSTEAD COMMUNITY ACTION LTD.
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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CENTRE, ITS TRUSTEES AND ADVISERS
for the year ended 31 March 2023

Trustees

Chris Knight (resigned 15 June 2023)
Stephen Brandes
John Goldsmith
Linda Chung
Guy Wingate

Company registered number

1270770

Charity registered number

282089

Registered office

78 Hampstead High Street, London, NW3 1RE

Treasurer

S. Brandes

Principal staff

Richard Weaver

Accountant

Drennan & Co., 11 Hammersmith Terrace, London, W6 9TS

Bankers

NatWest, 106 Finchley Road, London NW3 5JN

Nationwide Building Society

HAMPSTEAD COMMUNITY ACTION LTD.
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TRUSTEES' REPORT
for the year ended 31 March 2023

The Trustees present their annual report together with the financial statements of the Hampstead Community Action Ltd. for the period 1 April 2022 to 31 March 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the Centre qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

The Centre also trades under the name "Hampstead Community Centre".

OBJECTIVES AND ACTIVITIES

a. Policies and objectives

The Centre's premises at 78 Hampstead High Street comprise a reception area and large hall on the ground floor, both with disabled access and facilities. On the upper floors, there is an administration office, large meeting room and a small interview room. Unfortunately, the upper floors do not have disabled access. There is a small ground floor retail unit and an adjoining market area with five units, which traders occupy under licence agreements.

The Centre provides organised activities and services for various age groups and needs. These take place on weekdays in the hall and meeting rooms. The hall and rooms are available for hire at weekends and in the evenings and are popular with local support groups who pay a nominal fee. The Centre is open every day of the year.

The Centre is a social enterprise and aims to make the following overall and specific differences to the lives of Camden residents:

Reduce isolation and promote stimulating activity for older people through social inclusion
Improve people's access to safe, stimulating care for children aged 4-12
Increase creative play opportunities for children under five and support to their parents and carers
Improve people's access to advice, information, support, counselling and advocacy
Improve people's access to meeting space for voluntary and community groups

These differences have been achieved by the provision of activities and services that include:

Over 60s activities/events including Christmas Day Lunch for older people on their own
Under 5s: Term-time Tuesday - Friday parent/carer with toddler groups
After School Playcentre (4-12's): Term-Time Monday - Friday
Playschemes (5-12's): Summer, Easter & half-terms in May/June, October & February school holidays
Community support groups (13 groups such as AA, CA, NA, SA and CODA). Counselling sessions, local leisure groups, language classes, art classes, yoga and special events

The Centre makes resources available to other community groups for the creation and further development of services.

The Centre has a number of detailed policies in relation to all aspects of the Centre including:

- Equal opportunities and valuing diversity policy

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (continued)

- Health & Safety Policy
- Children's Safeguarding Policy
- Vulnerable Adults Safeguarding Policy
- GDPR Data Schedule Policy
- Modern Slavery and Human Trafficking Statement

The Feasibility Study to identify and assess opportunities for improvements to expand and enhance the accommodation and services provided by the Centre was completed in March 23.

The study is a very detailed report including two detailed proposals, MEP and sustainability study and cost plan. The study will be integral to the key stakeholder consultation stage.

ACHIEVEMENTS AND PERFORMANCE

a. Key performance indicators

The key performance indicators are:

Income received	£375,836 (2021/22 £307,667)
Surplus for the year	£ 43,573 (2021/22 £31,314)
Funds	£265,412 (2021/22 £221,840)

b. Review of activities

OLDER PEOPLE ACTIVITIES

The successful 'Act Your Age' intergenerational project continued throughout all of the school holidays organised by the Centre in association with Henderson Court Day Centre.

Coach Day trips started up again in June 22 with a trip to Hastings, we were able to organise further trips in September and October. The trips were open to all of the community in order for families to travel together if they wished. The Centre heavily subsidised the trips to make it affordable for the users as coach hire has increased substantially since 2019.

A party was organised on 20th December including a festive lunch and a magician. Forty people, many of which live in local sheltered accommodation, attended the event.

A Christmas Day Lunch event was again organised remotely with delivery of 90 two-course lunches by a specialist company and 90 hampers delivered by volunteers to older people in the local area. Funding for the event came from the public through crowd-funded donations, Lords of Notting Hill, Judy Green Store and Waitrose. The Centre targeted those most in need and staff worked closely with Adult Social Care, day Centre's, agencies, Age UK Camden, sheltered housing wardens and social workers. The Camden New Journal Christmas Hamper fund donated 50 hampers to the event.

The Centre organised and ran 'Warm Lunch Monday' every other Monday throughout January – March where people were able to meet in a warm space, have coffee and cake and eat a hot homemade lunch. The project was free to all and very well attended. The event was publicised locally and with all sheltered housing and day centres. The project was funded by a cost of living grant from Camden council.

CHILDRENS PLAYCENTRE 4-12s (term time and school holidays)

The Summer Playscheme and the term time Playcentre are important core services for children (4-12) and their parents/carers within the local community.

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (continued)

The services receive very good reports from Camden Council grant monitoring officers who we have to report quarterly followed up by meetings. Ofsted inspects services: Reg No's 116323 (Centre) and EY262532 (Fitzjohn's school).

Ninety-eight children from Camden's diverse community are registered at the After School Playcentre which provided an extensive programme of activities after school in the Centre's hall until 6pm Monday-Friday during the school term. This is a service for children aged 4-12 and essential for many working parents and carers, especially those on low household incomes. With financial support from Camden and Charitable Trusts, the After School Playcentre continued to provide very low cost or free places in 2022/23 for those most in need.

The Playcentre operated a pick-up facility for the children of Fitzjohn's School, Hampstead Parochial School and New End School.

The children and young people are looked after by a very experienced staff team and they have the opportunity to participate in an exciting and stimulating programme of activities carried out within a safe and caring environment. This is possible through careful planning and use of suitable equipment and materials. Children are encouraged to share, respect and learn from each other's cultures and traditions and express themselves through imaginative and creative play.

The Hampstead Community Centre organised and ran a 4 week summer playscheme, for children aged 5-12 (4 if in reception class) from 1st - 26th August, 9am-6pm at Fitzjohn's primary school. We had the use of most of the schools outside area and two of the classrooms and the lab/kitchen, allowing us to run many activities outside, including art activities, play games, sports and water games.

The playscheme was organised for children living within the London Borough of Camden. Priority was given to referred children, children attending the term time After School Playcentre and low income/key worker parents. Information on how to apply for childcare tax credit/low-income subsidised places is on our website.

There was a well-balanced team of 10 playworkers working on the playscheme, most of whom had worked for the Community Centre on schemes before and have a great deal of experience working with children from the local area. Some had previously attended the playscheme as children and been helpers and volunteers. We employed three new staff members this year. Seven young helpers (aged of 13 and 15) plus three young volunteer (aged 16-17) from the local community, who had attended the playscheme previously, helped on the scheme as part of our "bridging the gap" policy.

A number of children attended with additional needs; we supported 3 children with autism (one of which needed 1:1 support), 2 children with global delay, 2 children with cerebral palsy, 3 children with learning difficulties and several children with no or very little English. We also supported five Ukrainian refugees, two of which were offered free places.

Publicity was sent out to local schools and other community organisations including the Royal Free Hospital and through social media and the Councils information service. Parents/carers were able to download the forms and information from our website and booking was via email or in person at the Community Centre. 172 registered children (of which 25 were HAF) attended the scheme with a daily maximum of 80. Children attending came from varied socio-economic and cultural backgrounds.

This summer we also included 25 HAF (Holiday Activities and Food) places. These places were paid for by Young Camden Foundation and free to parents of children who are in receipt of free school meals. The places included provision of a healthy lunch, which they were able to choose.

The four-week programme of activities was planned in advance and available for parents/carers online. The programme took in to consideration the cultural needs, ages and interests of the children attending based on

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (continued)

feedback from previous schemes, parent/carer and children's surveys. Every day we ran off-site trips including swimming, kayaking, bell boating, trampolining, farm, mini golf and bowling.

This year, the playscheme continued to run the 'Act Your Age' intergenerational project in association with Henderson Court Day Centre. For the duration of the scheme, a group of children visited the day centre to take part in joint activities with the older people. All activities took place outside, including a tea party and games.

A great deal of emphasis is placed on providing age appropriate play and equipment for young (EYFS) children - these children have a key worker and observations are done throughout the scheme.

The detailed programme of activities for each week included activities such as: arts and crafts, music, dance and movement sessions, board games, construction toys, pool and table tennis and quiz. The playground was used for various outdoor sports, water play, group games and opportunities for the children to play their own imaginary games.

Parent/carer satisfaction surveys were handed out and the children were helped with child specific questionnaires during the scheme. This is very important as it enables children and adults alike to voice their opinions and make suggestions about the service we offer, and the information gathered enables us to plan and improve activities for future playschemes.

The London Borough of Camden, Young Camden Foundation, Hampstead Churches Youth Committee, fees and fundraising, funded the playcentre.

All half term and Easter Playschemes (4-12s) continued throughout the year at the Centre.

UNDER 5s

The Under 5s parent/carer groups continued to provide a broad range of structured activities from Tuesday to Friday term time throughout the year.

Since registration was introduced there has been a marked increase in numbers attending. 291 families are currently registered.

The groups aim to provide a safe and stimulating environment for young children to play, have fun and develop both social and physical skills. It is also a place where parents/carers are able to get together to share ideas and experiences and get help and information in a relaxed and friendly atmosphere. Each session has a particular theme, and parents/carers are encouraged to participate.

An extensive programme of activities including music & rhyme, cooking and arts & crafts is published each term.

Daily play activities include; Play dough, imaginative play, puzzles & books, dressing-up, construction toys, climbing frame and bikes. There is always a soft play area and baby toys. A healthy snack is included in the price.

Satisfaction surveys are carried out annually in addition to continuous feedback processes.

OTHER USERS

Room 3 continued to be used for counselling throughout the year.

Community support groups such as AA, CA, NA, SA, CODA and anonymous groups not listed on our programme operated from Room 2 (top floor) every day of the week including Christmas day.

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (continued)

Markets, fairs, local leisure groups, yoga, language classes, art classes, community and consultation events used the hall and rooms at days and times in the week that were not being used by the Centre's core activities.

FINANCIAL REVIEW

a. Reserves policy

Grants of restricted funds are generally made for one year's expenditure. The Trustees do not build up reserves of such funds as this would be contrary to the donors' intent.

A designated refurbishment reserve is in place to fund repairs and future refurbishment projects.

The Centre has a 20 year lease (from 2016) and must show that it has policies in place to maintain the premises.

The Trustees aim to accumulate unrestricted funds to provide for adequate working capital, uneven patterns of expenditure and 6 months running costs in case funding no longer becomes available from previous sources or there is a reduction in commercial income. The Centre is working towards meeting this requirement and the present unrestricted reserves are £258,511.

b. Result

The outside market stalls and the other users contribute a significant amount towards the running costs of the Centre. Funding for activities and services comes from the local authority, user contributions and trusts.

The Feasibility Study to identify and assess opportunities for improvements to expand and enhance the accommodation and services provided by the Centre was completed in March 23. The study is a very detailed report including two detailed proposals, MEP and sustainability study and cost plan. The study will be integral to the key stakeholder consultation stage.

The result for the year was an excess of income over expenditure of £43,573 with the help of sound financial management and the support of its staff. Unrestricted reserves (including designated reserves) carried forward at 31 March 2023 are £258,511.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. Constitution

The Centre is constituted under a Memorandum of Association and is a registered charity number 282089.

The principal objects of the Centre as stated in the governing document are:

"Hampstead Community Action Limited, otherwise known as Hampstead Community Centre, is established to promote the benefit of the inhabitants in a broad area centred on the Community Centre within the London Borough of Camden, to advance education and to provide facilities and activities in the interests of social welfare, recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants".

There have been no changes in the objectives since the last annual report.

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

b. Methods of appointment or election of Trustees

The management of the Centre is the responsibility of the Trustees who are elected and co-opted under the terms of the articles of association. When considering the recruitment and appointment of trustees, the Management Committee considers the skills and experience needed to maintain a broad range of skills. Trustees are elected at meetings after a written application has been submitted under the terms of the articles of association. Many of the members have served on the Management Committee for several years, which has created a feeling of stability within the Centre with members providing many additional skills.

c. Organisational structure and decision-making policies

Hampstead Community Action Ltd employs a staff team comprising the Centre Director, Administrator, Children's Activities Manager (Playcentre and Under 5s), 7 play/under 5s workers and Weekend Organiser. Temporary playworkers are employed on a sessional basis when needed in the school holidays.

Volunteers provide invaluable assistance within all of the activity groups. The Centre Director is responsible for the day-to-day management of the Centre and its employees. The Director reports to the trustees at meetings. The trustees make decisions on any organisational changes and authorise all financial transactions.

Management Committee members are referred to as trustees throughout this report. They meet, as a policy, about every 12 weeks. The full Committee met 4 times during the year ended 31 March 2023.

d. Policies adopted for the induction and training of Trustees

New trustees attend a session with principal staff and a senior member of the Management Committee to familiarise themselves with the charity and the context within which it operates. The session covers their obligations under charity and company law, the content of the Memorandum and Articles of Association, the Committee and decision making processes, the plans for development and financial performance of the charity. A trustee information pack is given to all new trustees and they attend the various activities run at the Centre.

e. Related party relationships

The charity rents the Community Centre premises from the London Borough of Camden and works closely with the Council, especially in respect to older people, children and partnership working to identify those in need and actively develop strategies to continually improve the quality of services to our clients. This is achieved through grant monitoring, partnerships and forum groups.

The Centre has developed opportunities for collaborative working with other agencies through outreach work and taking an active part in partnership schemes. The Centre has developed working partnerships with several organisations including older people agencies sheltered housing projects, children and young people organisations, Camden Council, and Children's Social Care Disabled Children's Team and activity-based groups.

The Centre makes resources available to other community groups for the creation and further development of services. The Centre does not charge a hiring fee for charity and community events.

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

f. Financial risk management

The Trustees have assessed the major risks to the Centre and have established a register of risks. The Centre has a written document on the systems to mitigate those risks identified. Internal control procedures are in place for the authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients at the Centre including the policies listed under Policies and Objectives. The Centre consults Camden Property Services regarding all premises alterations and in accordance with the premises access audit.

g. Monitoring and evaluation

The Centre continually reviews activities through specific assessment procedures and detailed consultation exercises with all groups directly run by the Centre. Regular consultation meetings are held for the majority of services and user satisfaction surveys are undertaken on a regular basis. Meetings are organised to assess the findings.

Camden Council carries out full monitoring processes specifically for the Playcentre and the following monitoring of the Community Centre takes place annually: Diversity of income, activities, governance, demographic data, assets and outcomes. Camden's monitoring officers review the findings of all monitoring processes.

PLANS FOR FUTURE PERIODS

The activities and services described above will continue to function subject to adequate funding raised. There are plans to expand older people's activities and events over the next year.

Following the successful completion of the feasibility study in 22/23 to identify and assess opportunities for improvements to expand and enhance the accommodation and services provided by the Centre we will move on to the key stakeholders stage.

Large boards showing the two proposed plans will be displayed in the Centre forming part of an initial period of consultation.

A RIBA stage 2 structural feasibility options report will be carried out as part of the next stage of the proposed refurbishment and improvement plans.

MEMBERS'S LIABILITY

The Members of the Centre guarantee to contribute an amount not exceeding £1 to the assets of the Centre in the event of winding up.

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF THE DISABLED

Employees have been consulted on issues of concern to them by means of regular consultative committee and staff meetings and have been kept informed on specific matters directly by management. The Centre carries out exit interviews for all staff leaving the organisation and has adopted a procedure of upward feedback for senior management and the Trustees.

In accordance with the Centre's equal opportunity policy, the Centre has long established fair employment practices in the recruitment, selection, retention and training of staff.

The Centre has a number of detailed policies in relation to all aspects of personnel matters including:

- Equal opportunities and valuing diversity policy
- Volunteers policy
- Health & Safety policy
- Children's Safeguarding Policy
- Vulnerable Adults Safeguarding Policy
- GDPR Data Schedule Policy

In accordance with the Centre's equal opportunities policy, the Centre has long-established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the Centre's offices.

APPRECIATIONS.

The Trustees wish to record their thanks to all the organisations that have supported the Centre's activities, financially and in other ways.

The Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

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TRUSTEES' REPORT (CONTINUED)
for the year ended 31 March 2023

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Centre for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Centre and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Centre will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Centre's transactions and disclose with reasonable accuracy at any time the financial position of the Centre and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Centre and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 15 June 2023 and signed on their behalf by:

Stephen Brandes



HAMPSTEAD COMMUNITY ACTION LTD.
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INDEPENDENT EXAMINER'S REPORT
for the year ended 31 March 2023

Independent examiner's report to the Trustees of Hampstead Community Action Ltd. ('the Centre')

I report to the charity Trustees on my examination of the accounts of the Centre for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Centre (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Centre are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Centre's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Centre's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Centre as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the Centre's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Centre's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Centre and the Centre's Trustees as a body, for my work or for this report.

Signed:



R. G. Drennan

Dated: 15 June 2023

FCA - ICAEW

11 Hammersmith Terrace, London W6 9TS

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STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2023

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Charitable activities	3	50,953	135,224	186,177	155,490
Other trading activities	5	-	162,014	162,014	152,158
Investments	6	-	2,745	2,745	19
Other income	7	24,900	-	24,900	-
Total income		75,853	299,983	375,836	307,667
Expenditure on:					
Charitable activities	8	22,700	309,563	332,263	276,353
Total expenditure		22,700	309,563	332,263	276,353
Net income/(expenditure)		53,153	(9,580)	43,573	31,314
Transfers between funds	15	(50,378)	50,378	-	-
Net movement in funds		2,775	40,798	43,573	31,314
Reconciliation of funds:					
Total funds brought forward		4,127	217,713	221,840	190,526
Net movement in funds		2,775	40,798	43,573	31,314
Total funds carried forward		6,902	258,511	265,413	221,840

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

The notes on pages 15 to 23 form part of these financial statements.

HAMPSTEAD COMMUNITY ACTION LTD.
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Registered number: 1270770

BALANCE SHEET
as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	2	2
		<u>2</u>	<u>2</u>
Current assets			
Debtors	13	10,093	19,929
Cash at bank and in hand		368,112	293,931
		<u>378,205</u>	<u>313,860</u>
Creditors: amounts falling due within one year	14	(112,795)	(92,023)
Net current assets		<u>265,410</u>	<u>221,837</u>
Total assets less current liabilities		<u>265,412</u>	<u>221,839</u>
Net assets excluding pension asset		<u>265,412</u>	<u>221,839</u>
Total net assets		<u><u>265,412</u></u>	<u><u>221,839</u></u>
Charity funds			
Restricted funds	15	6,902	4,127
Unrestricted funds	15	258,510	217,712
Total funds		<u><u>265,412</u></u>	<u><u>221,839</u></u>

The Centre was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

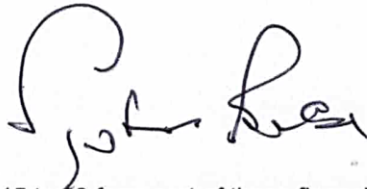
The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 15 June 2023 and signed on their behalf by:

HAMPSTEAD COMMUNITY ACTION LTD.
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Registered number: 1270770

BALANCE SHEET (CONTINUED)
as at 31 March 2023

Stephen Brandes



The notes on pages 15 to 23 form part of these financial statements.

HAMPSTEAD COMMUNITY ACTION LTD.
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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

1. General information

The entity is a company limited by guarantee and registered in England and Wales and with the Charity Commission.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hampstead Community Action Ltd. 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.

2.2 Income

All income is recognised once the Centre has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Centre's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Centre; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

2. Accounting policies (continued)

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Plant and machinery	- 20% straight line
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2.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.7 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Centre and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Centre for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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NOTES TO THE FINANCIAL STATEMENTS
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3. Income from charitable activities

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Over 60's	5,000	4,131	9,131
Under 5's	-	14,555	14,555
Playcentre (5-12)	45,953	116,538	162,491
Total 2023	50,953	135,224	186,177

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Over 60's	5,000	2,416	7,416
Under 5's	-	12,148	12,148
Playcentre (5-12)	45,882	90,044	135,926
Total 2022	50,882	104,608	155,490

4. Analysis of Restricted Funds Received

	Restricted funds 2023 £	Total funds 2023 £
Age UK Camden	5,000	5,000
London Borough of Camden	41,553	41,553
Hampstead Churches Youth Committee	1,400	1,400
Young Camden Foundation	3,000	3,000
	50,953	50,953

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NOTES TO THE FINANCIAL STATEMENTS
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5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £
Lettings - market stalls	112,398	112,398
Lettings - halls & rooms	44,508	44,508
Miscellaneous donations	5,108	5,108
	<u>162,014</u>	<u>162,014</u>

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Lettings - market stalls	113,377	113,377
Lettings - halls & rooms	30,308	30,308
Miscellaneous donations	5,381	5,381
Furlough payroll grant	3,092	3,092
	<u>152,158</u>	<u>152,158</u>

6. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £
Bank deposit interest	2,745	2,745
	<u>2,745</u>	<u>2,745</u>

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Bank deposit interest	19	19
	<u>19</u>	<u>19</u>

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NOTES TO THE FINANCIAL STATEMENTS
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6. Investment income (continued)

7. Other incoming resources

	Restricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
CIL funds for feasibility study	24,900	24,900	-

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total 2023 £
Over 60's	-	16,276	16,276
Under 5's	-	14,011	14,011
Playcentre (5-12)	-	111,452	111,452
Running costs of Centre	-	167,824	167,824
Professional fees - feasibility study	22,700	-	22,700
	<u>22,700</u>	<u>309,563</u>	<u>332,263</u>

	<i>Unrestricted funds 2022 £</i>	<i>Total 2022 £</i>
Over 60's	3,415	3,415
Under 5's	13,668	13,668
Playcentre (5-12)	99,040	99,040
Running costs of Centre	155,720	155,720
Payroll of furloughed staff	3,460	3,460
Refurbishment costs	1,050	1,050
	<u>276,353</u>	<u>276,353</u>

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8. Analysis of expenditure on charitable activities (continued)

Summary by fund type (continued)

Summary by expenditure type

	Staff costs 2023 £	Other costs 2023 £	Total 2023 £
Over 60's	321	15,955	16,276
Under 5's	13,311	700	14,011
Playcentre (5-12)	98,950	12,502	111,452
Running costs of Centre	86,477	81,347	167,824
Feasibility study	-	22,700	22,700
	<u>199,059</u>	<u>133,204</u>	<u>332,263</u>

	Staff costs 2022 £	Other costs 2022 £	Total 2022 £
Over 60's	1,853	1,562	3,415
Under 5's	12,673	995	13,668
Playcentre (5-12)	86,644	12,396	99,040
Running costs of Centre	75,066	80,654	155,720
Payroll of furloughed staff	3,460	-	3,460
Refurbishment costs	-	1,050	1,050
	<u>179,696</u>	<u>96,657</u>	<u>276,353</u>

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NOTES TO THE FINANCIAL STATEMENTS
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9. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the Centre's independent examiner for the independent examination of the Centre's annual accounts	<u>3,100</u>	<u>3,000</u>

10. Staff costs

	2023 £	2022 £
Wages and salaries	<u>199,059</u>	<u>179,696</u>
	<u>199,059</u>	<u>179,696</u>

The average number of persons employed by the Centre during the year was as follows:

	2023 No.	2022 No.
Play centre	9	9
Running the Centre	4	4
	<u>13</u>	<u>13</u>

No employee received remuneration amounting to more than £60,000 in either year.

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £NIL).

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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

12. Tangible fixed assets

	Plant and machinery £
Cost or valuation	
At 1 April 2022	2
At 31 March 2023	<u>2</u>
Net book value	
At 31 March 2023	<u><u>2</u></u>
At 31 March 2022	<u><u>2</u></u>

13. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	528	10,467
Prepayments and accrued income	9,565	9,462
	<u>10,093</u>	<u>19,929</u>

14. Creditors: Amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	3,255	3,146
Accruals and deferred income	109,540	88,877
	<u>112,795</u>	<u>92,023</u>

Accruals and deferred income includes £4,702 (2022: £4,127) of grants and fees received in advance for activities taking place in 2023/24 and fund received from Age UK Camden of £104,850 (2022 £56,250).

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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Designated Funds - all funds	48,085	-	-	-	48,085
General funds					
General Funds - all funds	169,627	299,983	(309,563)	50,378	210,425
Total Unrestricted funds	217,712	299,983	(309,563)	50,378	258,510
Restricted funds					
Restricted Funds - all funds	4,127	75,853	(22,700)	(50,378)	6,902
Total of funds	221,839	375,836	(332,263)	-	265,412

Designated funds are set aside for the programme of upkeep of the premises.

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	2	2
Current assets	6,902	371,303	378,205
Creditors due within one year	-	(112,795)	(112,795)
Total	6,902	258,510	265,412