

PEPPER POT CENTRE

England & Wales · Charity number 297952

Details

Other names	PEPPER POT CLUB, PEPPER POT DAY CENTRE
Status	Registered
Legal form	Charitable company
Company number	02178605
Registered	1987-12-16
Register	View on the Charity Commission register

Contact

Address	1a Thorpe Close Ladbroke Grove London W10 5XL
Phone	02089686940
Email	reception@pepperpotcentre.org.uk
Website	www.pepperpotcentre.org.uk

Activities

Objects: TO PROVIDE FACILITIES FOR SOCIAL WELFARE, RECREATION AND LEISURE OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE AND RELIEVING THE NEEDS OF OLDER PEOPLE AGED 50 OR OVER, PARTICULARLY THOSE OF AFRICAN AND CARIBBEAN ORIGIN LIVING IN THE ROYAL BOROUGH OF KENSINGTON & CHELSEA AND THE SURROUNDING BOROUGHES, AS WELL AS TO OFFER CARE AND ASSISTANCE TO THOSE SUFFERING FROM PHYSICAL AND MENTAL DISABILITIES.

Activities: Provide facilities in social welfare, health & wellbeing, recreation,leisure with object of improving conditions of life,combating isolation, relieving needs of older people over 50,particularly African, Caribbean and other BME groups living in Kensington & Chelsea, surrounding boroughs and offer care services to those suffering physically.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Religious Activities, Arts/culture/heritage/science, Human Rights/religious Or Racial Harmony/equality Or Diversity, Recreation, Other Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** NORTH KENSINGTON
- Brent
- City Of Westminster
- Hammersmith And Fulham
- Kensington And Chelsea

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£291,556	£304,581	-	-
2024-03-31	£282,554	£279,553	-	-
2023-03-31	£146,869	£217,332	-	-
2022-03-31	£205,801	£241,766	-	-
2021-03-31	£199,292	£212,091	-	-

Trustees

Name	Role	Appointed
Bruce Nobrega		2022-04-14
Elaine Brackett		2025-09-23
HAROLD ROACH		2011-12-24
HOWARD JEFFREY		2013-01-21
JULIE ANNE MILLS		2013-03-15
Kevin Metzger		2022-04-14
Lorraine Williamson		2025-09-24
Martin Davis		2024-04-01
Mervin Archer		2023-03-31

PEPPER POT CENTRE

England & Wales - Charity number 297952

Accounts

Company Registration No.2178605 (England and Wales)

Registered Charity No. 297952

PEPPER POT CENTRE
REPORT OF TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

PEPPER POT CENTRE

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PEPPER POT CENTRE

THE BOARD OF TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

Reference and Administrative information

Charity Name: Pepper Pot Centre
Charity Registration No: 297952

Company Registration No: 2178605
Registered office and operational address:
1A Thorpe Close, London W10 5XL

Board of Trustees

Howard Jeffrey – Chair
Julie Mills – Co-opted
Ferdinand Maxwell – User representative
Carmen Rose
Harold Roach – User representative
Kevin Metzger
Bruce Malcom Nobrega
Melvin Archer
Martin Davis (Appointed on 01/04/2024)

Company Secretary Julie Mills

Operations Manager

Michael Ochwa

Independent Examiner

Zar Ni Soe - FCCA BSc Hons
Soe Accountancy
100 Croydon Road
Beddington
CR0 4PE

Bankers

HSBC Plc
25 Notting Hill Gate, London, W113JJ

Structure, Governance and Management

Governing Document

The Organisation is a charitable Company limited by guarantee, incorporated on 14 October 1987 and registered with the Charity Commission on 16 December 1987. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed by its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.00.

Appointment and Recruitment of the Board of Trustees

A third of the Board of Trustees retires at each Annual General Meeting but retiring members are available for re-election, though they cannot serve more than 6 consecutive years without a break. The members of the Board of Trustees may co-opt up to two additional members. The Board also includes up to three user representatives elected by the Centre Users. Members are recruited as skills gaps are identified and this is undertaken by advertising and networking.

Risk Management

The Board of Trustees has continued to undertake review of the major risks to which the charity is exposed. Where appropriate, systems have been established to mitigate the risks the charity faces. The Board has developed a robust business plan, which contains funding strategies for the various activities and projects. Internal control risks are minimized by the implementation of procedures for authorization of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients to the Centre. The Centre also has policies to safeguard vulnerable adults.

Organisational Structure

The Board of Trustees for the purposes of company law operated during the year with eleven members. Meetings have been held regularly to direct, oversee and assess the administration of the company and to consider opportunities for fundraising.

The staff team includes a full time Manager, part time Head Chef, 4 part time Care Assistants, one part-time receptionist, a part time cook, one cleaner, one casual Driver, one caretaker, 3 agency staff, and assisted by a team of several volunteers across the financial year.

Related Parties

There are no related parties to the Charity other than the trustees and key management personnel.

Public Benefit

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the Charity Commission's general guidance on public benefit, 'charities and public benefit'. The charity's objectives and achievements are set out below.

Objectives

The Pepper Pot Centre was founded in 1981 by Windrush activist **Pansy Jeffrey** to combat isolation, discrimination, and loneliness among Caribbean elders in London. Since then, it has grown into a respected community hub for African, Caribbean, and wider minority ethnic elders from communities such as the Eritreans, Moroccans, Somalis, Sudanese groups. The Pepper Pot Centre is open to all. While it has deep roots in serving Caribbean and African elders, it warmly welcomes people from every background, fostering community, dignity, and belonging.

The Center's primary objectives are:

- **To provide a comprehensive service for older people** from the Caribbean, African, and wider BME communities in Kensington & Chelsea and surrounding boroughs.
- **Support independent living** by offering facilities, meals, day care, and social activities that meet socio-cultural, physical, emotional, and psychological needs.
- **Combat isolation** and improve quality of life for elders, ensuring they remain active and engaged

in their community

- **A community where elders thrive:** The Centre envisions a society in which older people from diverse backgrounds can live independently, enjoy dignity, and maintain strong cultural ties.
- **Inclusive and culturally sensitive services:** The Centre seeks to be a hub that preserves heritage while addressing health, wellbeing, and social needs.
- **Sustaining quality of life:** By pooling community resources, the Centre aims to ensure elders enjoy fulfilling retirement years

Whilst the delivery of people-centered and culturally-specific day opportunities for older people remains a key vision for the Centre, the Trustees are looking forward to making the Centre more accessible to a wider range of groups regardless of their age, disability, gender, race, religion or cultural heritage. In addition, the vision of the Centre is to promote healthy ageing, lifelong learning and empower all over 50's to enjoy dignity, and to actively take charge of their own development in all areas of their lives.

Our main activities

The Pepper Pot Centre offers a wide range of culturally sensitive services and activities designed to support wellbeing, independence, and community connection:

- **Day Care Services:** Individual, culturally specific support in a welcoming environment.
- **Meals & Nutrition:** Daily freshly cooked hot, nutritious meals and food parcels for members.
- **Health & Wellbeing:** Health promotion and preventative services, exercise classes, yoga, and massage.
- **Information & Advice:** Guidance on wellbeing, health, finance, and social support, IT and digital drop-in support.
- **Social Support:** Befriending and outreach services to reduce isolation.
- **Recreation & Culture:** Music, singing, dancing, cinema and theatre trips, cultural events, and arts and crafts sessions, Sewing classes
- **Outings:** Day trips to the seaside, visits to local attractions and events and opportunities for trips abroad.
- **Celebrations:** Birthday and Christmas parties to foster community spirit.
- **Personal Care:** Hairdressing services available on site.
- **Community Links:** Exchange visits with other day centers to share experiences.
- **Spiritual & Reminiscence sessions-**Bible reading and pastoral care

Highlights of the year 2024-2025

This report highlights the key activities and achievements of the Pepper Pot Centre over the past year, with a focus on community engagement, member recruitment, volunteer involvement, and the development of collaborative partnerships.

Day Care and Drop-in Services

Our day care and Drop-in Services have made significant progress. We received an increase in new referrals and 70 new members joined the Centre. The Centre maintained weekly attendance, averaging of 100-125 members. We have supported 13 Day Care members with moderate to complex needs. Home visits were also made to support housebound members ensuring on going engagement and care. Our Centre continues to be a vital hub for diverse BME communities from the boroughs the Royal Borough of Kensington and Chelsea (RBKC) Westminster, Hammersmith and Fulham and others Care repetition

Programmes and Activities

Our programmes and activities, focusing on nutrition, health, education, and social events, have greatly enhanced our members' well-being:

- Delivered over 5,000 meals.
- 50 food packaged distributed weekly to support vulnerable members
- Facilitated various health and wellness sessions including 12 health screenings delivered in

partnership with the NHS and 8 specialist health sessions on diabetes, cancer, oral health, prostate and heart and lung disease.

- Conducted educational initiatives, such as IT classes, arts and crafts, and cultural outings, fostering creativity and community.
- New Projects & Partnerships: Launched initiatives on lung and heart health with Open Age, the Harrow Road Health Programme for African and Caribbean adults 50+ (dementia-friendly), and other community health collaborations.

Volunteer and Student Engagement

Volunteers are essential to the work off the Pepper Pot Centre. In 2024/25, 10 active volunteers dedicated their time and skills across kitchen support, care services, administration, IT and digital inclusion, student placements, events, and facilities management. Together, they provided consistent coverage ensuring the Centre's smooth operation and welcoming environment.

Community & Cultural Engagement

A range of activities successfully raised awareness and attracted new members including -

- Workshops, concerts, theatre productions, museum visits, and Black History Month talks.
- Organised Social trips including, Ascot race course, Royal Opera House, Lords Cricket ground to watch Test Match between West Indies and England. These celebrations were enjoyed by over 100 attendees.
- As a part pf Windrush celebrations, our members were provided with lunch by the management of the Lords Cricket Ground
- Ran dementia-friendly creative sessions and intergenerational projects with schools and colleges and engaged 80 participants in fun activities, crafts, workshops and (showcases what is this)

Health and Well-being Activities

In demonstrating our commitment to health and well-being we -:

- Delivered health talks (cancer, diabetes, oral health, prostate), NHS App training, and Barclays Digital Wings project.
- Health promotion and preventative services, exercise classes, yoga, and massage
- Coordinated lung and heart disease programs with NHS partners Care repetition

Seasonal Celebrations and Social Events

These included -

- Picnic at Fulham Palace Gardens: which attracted 55 members, strengthening our relationship with Fulham Palace organisers.
- Parties to celebrate members' birthdays and special occasions
- The annual Christmas party: where members celebrated the festive season alongside friends, family and special guests which included Councillor Tom Bennett the Mayor of Kensington and Chelsea.

Performance Highlights Care repetition

- Recruited 32 new members through various activities. Did you not say 50 before
- Benefited from consistent volunteer support, including local community members and university students.
- Built valuable partnerships with organisations such as Fulham Palace, RBKC, Westminster Council, Open Age and others.
- Promoted health, well-being and community spirit through diverse events and programmes.
- Digital Inclusion: Trained 50+ members in IT skills, provide devices what is this, and publish the annual Digital Inclusion Report.
- Operational Upgrading: Upgraded IT facilities, telephony, and Salesforce CRM to ensure efficiency, security, and enhanced service delivery and member's communication

Challenges faced:

- **Member Transport & Accessibility:** Increasing frailty among members made travel to the Centre more challenging. Staff and volunteers provided additional support during trips, and partnerships with other organisations are being explored to improve transport solutions.
- **Digital Communication Barriers:** Many members lacked confidence with technology, limiting engagement. Volunteers with IT skills were recruited to support members and provide training through Barclays Digital wings and NHS app workshops is being delivered.

2024/2025 in retrospect

In 2024/25, the **Pepper Pot Centre** demonstrated resilience, innovation, and inclusivity. It thrived as a vital hub for older people by securing strengthened funding, modernizing systems, expanding services, and delivering meaningful cultural and health programmes. These achievements not only enhanced wellbeing and social inclusion but also reinforced the Centre's role as a trusted community anchor, ensuring that older people continue to age well with dignity, connection, and joy.

The Trustees are pleased to report that the last year has been one of remarkable progress, with new programmes launched, stronger community engagement, and meaningful partnerships established. Together, the Centre have created opportunities that enriched the lives of our members and strengthened the Pepper Pot Centre's role in the community.

We extend our heartfelt gratitude to our dedicated staff and volunteers, supportive families, and valued partners. Their commitment and collaboration have been invaluable part of our success over the last year.

Looking Ahead

The Pepper Pot Centre is committed to building on its achievements and addressing emerging needs in the community. And plans to -

- Expand health and wellbeing programmes, including dementia-friendly initiatives and preventative care workshops.
- Strengthen transport support to improve accessibility for frail members.
- Grow membership through outreach and orientation events, ensuring inclusivity and diversity.
- Secure sustainable funding streams to safeguard staffing levels and programme delivery.
- Mention 45th anniversary celebrations
- Thank the sponsors by name

Financial Review

The accounts for the year show a net deficit of £2,999 on unrestricted fund and total unrestricted funds carried forward at 31st March 2025 of £151,355. Restricted funds carried forward at the year-end totaled £20,293.

The Board of Trustees strives to maintain a prudent level of reserves, adequate to ensure the continued operation of the organization.

Principal Funding Sources

The Pepper Pot has continued to operate within the terms of a funding and service level agreement with the Royal Borough of Kensington and Chelsea, who provide some 72% of PPC funding for our core services. We are grateful for their continuing support in funding our core activities. We also acknowledge with thanks continued funding from the National Lottery Community Fund for the position of Operational Manager. This has continued to make a tremendous contribution to our service, enhancing our ability to provide care and support to those in need. The two-year funding from the Global Radio has enabled us to fund the Events Coordinator role who has organized several trips and excursions. Thanks to funding through Community Public Health Programme 2024-2027, the Pepper Pot and Open Age are working together to provide a heart and lung health intervention, targeting people from Black Caribbean and African ethnic backgrounds who are 50+ and residents within RBKC. The Pepper Pot has also been awarded two years funding from the Westminster Council to run Harrow Road Health Programme for African and Caribbean adults 50+ (dementia friendly).

Board of Trustees Responsibilities

Company law requires the Board of Trustees of Pepper Pot to prepare accounts for the financial year, which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of the surplus or deficit for that period. In preparing those financial statements, the Board of Trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently:
- Make judgments and estimates that are reasonable and prudent:
- Prepare the accounts on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board of Trustees is also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to ensure that these accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out at the beginning of this report.

Independent Examiner

The Board of Trustees have decided to take advantage of the audit exemption provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011, Mr Zar Ni Soe FCCA BSc Hons of Soe Accountancy has been appointed as independent examiner for the year, and he has indicated his willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved and signed by the Board of Trustees on.....and signed on its behalf by:

Howard Jeffrey, MBE

Chair of the Board of Trustees

**PEPPER POT CENTRE
INDEPENDENT EXAMINER'S REPORT
TO THE MANAGEMENT COMMITTEE OF PEPPER POT CENTRE**

I report to the Charity Management Committee on my examination of the accounts of the Pepper Pot Centre for the year ended 31 March 2025.

Responsibilities and basis of Report

As the Management Committee of the company (and also 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 been satisfied that the accounts of the company 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 charitable company's accounts as carried under S. 145 of the Charities Act 2011 (the 2011 Act). In carrying out of my examination, I have followed all the Directions given by the Charity Commission under S. 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by S. 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of S. 396 of the Companies Act 2006 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 to enable a proper understanding of the accounts to be reached.

Zar Ni Soe - FCCA BSc Hons
Soe Accountancy
100 Croydon Road
Beddington
CR0 4PE

Dated:

PEPPER POT CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
Incoming Resources				
Voluntary Income & core grants	177,463	81,946	259,409	251,278
Investment – Interest receivable	3,976	0	3,976	3,338
Incoming resources from charitable activities	28,171	0	28,171	27,938
Total Incoming resources	209,610	81,946	291,556	282,544
Resources Expended				
Cost of raising funds	4,840	1,875	6,715	2,075
Charitable activities	207,769	90,097	297,866	277,478
Total Resources expended	212,609	91,972	304,581	279,553
Net (outgoing) / income (expenditure) for the year.	(2,999)	(10,026)	(13,025)	3,001
Funds balances as at 1st April 2024	164,560	30,319	194,879	191,878
Funds balances as at 31st March 2025	£161,561	£20,293	£181,854	£194,879

**PEPPER POT CENTRE
BALANCE SHEET**

AS AT 31 MARCH 2025

	Notes	2025 £	£	£	2024 £
Fixed assets					
Tangible assets	7		1,093		14,569
Current assets					
Debtors & prepayments	8	12,672		839	
Cash at bank and in hand		210,230		230,611	
		<u>222,902</u>		<u>231,450</u>	
Creditors: amounts falling due within One year	9	<u>(42,141)</u>		<u>(51,140)</u>	
Net current assets			<u>180,761</u>		<u>180,310</u>
Total assets less current liabilities			<u>£181,854</u>		<u>£194,879</u>
Income funds					
Restricted funds			20,293		30,319
			<u>161,561</u>		<u>164,560</u>
Unrestricted funds			<u>£181,854</u>		<u>£194,879</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 for the year ended 31 March 2025. No member of the company has deposited a Notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and its application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board on.....

.....
Howard Jeffery, Trustee

.....
Mervin Archer, Trustee

Company Registration No: 2178605

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

Charity Information: The Pepper Pot Centre is a private company Limited by Guarantee incorporated in England and Wales. The registered address is 1A, Thorpe Road, London W10 5XL.

1.1 Accounting convention

The accounts have been prepared in accordance with the Company's constitution and applicable accounting standards, the "Accounting and Reporting by Charities Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Companies Act 2006 and the requirements of the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" and the Companies Act 2006. The Company is a Public benefit entity as defined by FRS102.

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

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

1.1 Going Concern

At the time of approving accounts, 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 going concern basis of accounting in preparing the accounts

1.2 Incoming resources

Donated services and gifts in kind were not considered to be material and have therefore not been included in these accounts.

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities, they have been allocated on a basis consistent with the use of these sources.

The amount charged to cost of raising funds in the accounts is based on the amount of staff time attributable to this activity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Fixed assets are capitalized only if they have

a value of £1,000 or above. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property

Fixtures, fittings & equipment Motor vehicles

25 years over the term of the lease from 27th September 1999

25% straight line

25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognized in net income/ (expenditure) for the year.

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.5 Pensions

The charity makes a 5% contribution towards the pensions of employees. Some members of staff contribute to a stakeholder pension. This amount is deducted from their salaries and paid over to the pension provider by the Centre.

1.6 Accumulated funds

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

Restricted funds are subject to specific restrictions by donors, which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

1.7 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.

1.9 Financial Instruments

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

1.10 Employee benefits

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

2. Critical accounting estimates and judgments

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

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

3. Support & Governance costs

	Support costs £	Governance Costs £	2025 £	2024 £
Staff costs	73,375		73,375	59,976
Premises	45,086		45,086	43,881
Office and administration	19,404		19,404	12,348
Depreciation	364		364	485
Trustees expenses		186	186	1,052
Independent Examination fees		3,750	3,750	5,500
TOTAL COSTS	£138,229	£3,936	£142,165	£123,242

4. Management Committee

A member of Management Committee was reimbursed £186 for travel expenses incurred on the Charity's business (£1,052 in 2024)

5. Number of employees

The average monthly number of full-time equivalent employees during the year was:

	2025	2024
Administration	2	2
Care and Kitchen Staff	5	5
	7	7

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

Employment costs

	2025	2024
Wages and salaries	151,158	136,469
Social security costs	3,520	1,145
Agency Staffing costs	6,520	5,414
Pension costs	6,924	5,124
	£168,122	£148,152

There are no employees whose annual emoluments were £60,000 or more.

6. Taxation

The Company is registered charity and exempt from taxation under Sections 466 to 493 of the Corporation Tax Act 2010.

7. Tangible fixed assets

	Land & buildings	Plant & Machinery	Fixtures, Fittings & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2024	654,172	36,660	116,320	8,000	815,152
Additions	0	0	0	0	0
Disposals	0	0	0	0	0
At 31 March 2025	654,172	36,660	116,320	8,000	815,152
Depreciation					
At 1 April 2024	641,060	36,660	114,863	8,000	800,583
Charge for the year	13,112	0	364	0	13,476
At 31 March 2025	654,172	36,660	115,227	8,000	814,059
Net Book Value					
At 31 March 2025	0	0	1,093	0	1,093
At 31 March 2024	13,112	0	1,457	0	14,569

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

8. Debtors

	2025 £	2024 £
Debtors & Prepayments	12,672	839
	<u> </u>	<u> </u>

9. Creditors: amounts falling due within one-year

	2025 £	2024 £
Bank overdraft	4,406	626
Taxes and social security	1,979	3,072
Accruals	12,161	24,965
Grant received in advance	<u>23,595</u>	<u>22,477</u>
	<u>42,141</u>	<u>51,140</u>

10. Restricted funds: Movements in Funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

2024/2025	Balance at 1 April 2024	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£
Building fund	10,576	0	(10,576)		0
National Lottery outreach Project	19,355	44,955	(49,927)	0	14,383
Global 's Make Some Noise	388	25,000	(24,510)		878
Harrow Road Well-being Project(Westminster)	0	7,500	(4,544)	0	2,956
Open Age (Heart & Lung Program)	0	4,491	(2,415)	0	2,076
	30,319	81,946	(91,972)	0	20,293

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

2023/2024	Balance at 1 April 2023	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Building fund	36,828	0	(26,252)	0	10,576
Grenfell support project	3,695	0	(3,695)	0	0
National Lottery over 60 Connected Care project	0	45,550	(26,195)	0	19,355
Global 's ,Make some Noise the Pepper Pot Project to combat Isolation	0	25,000	(24,612)	0	388
	40,523	70,550	(80,754)	0	30,319

The building fund comprises the finance received for the building which is reduced annually by the related depreciation.

11. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2025 are represented by Tangible fixed assets	0	1,093	1,093
Current assets	222,902	0	22,902
Creditors: amounts falling due within one year	(18,271)	(23,870)	(41,141)
	204,631	(22,777)	181,854

12. Pensions

The Centre makes a 5% contribution towards the pensions of employees. The assets of the scheme are held separately from those of the Centre in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £6,924 (2024: £5,124).

13. Related party transactions

The remuneration of key management personnel is as follows:

	2025	2024
	£	£
Aggregate compensation	45,000	24,140

PEPPER POT CENTRE

England & Wales - Charity number 297952

Accounts

Charity Registration No. 297952

Company Registration No.2178605 (England and Wales)

PEPPER POT CENTRE
MANAGEMENT COMMITTEE'S REPORT AND
INDEPENDENTLY EXAMINED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

PEPPER POT CENTRE

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THE BOARD OF TRUSTEES REPORT

The Board of Trustees presents its report and independently examined financial statements for the year ended 31 March 2024 which are also prepared to meet the requirements for a Directors' Report and Accounts for the Companies Act purposes.

Reference and Administrative information

Charity Name: Pepper Pot Centre

Charity Registration No: 297952

Company Registration No: 2178605

Registered office and operational address:

1A Thorpe Close, London W105XL

Board of Trustees

Howard Jeffrey – Chair

Julie Mills – Co-opted

Ferdinand Maxwell – User representative

Carmen Rose

Harold Roach – User representative

Jules Walter

Kevin Metzger

Bruce Malcolm Nobrega)

Karl Brooks (Resigned 01/01/2024)

Mervin Archer

Company Secretary Julie Mills

Manager

Michael Ochwa

Independent Examiner

Angela Ktistakis ACA FCCA

GMAK Chartered Accountants:

511Vernon Yard, London, W11 2DX

Bankers

HSBC Plc

25 Notting Hill Gate, London, W113JJ

Structure, Governance and Management

Governing Document

The Organisation is a charitable Company limited by guarantee, incorporated on 14 October 1987 and registered with the Charity Commission on 16 December 1987. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed by its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.00.

Appointment and Recruitment of the Board of Trustees

A third of the Board of Trustees retires at each Annual General Meeting but retiring members are available for re-election, though they cannot serve more than 6 consecutive years without a break. The members of the Board of Trustees may co-opt up to two additional members. The Board also includes up to three user representatives elected by the Centre Users. Members are recruited as skills gaps are identified and this is undertaken by advertising and networking.

Risk Management

The Board of Trustees has continued to undertake review of the major risks to which the charity is exposed. Where appropriate, systems have been established to mitigate the risks the charity faces. The Board has developed a robust business plan, which contains funding strategies for the various activities and projects. Internal control risks are minimized by the implementation of procedures for authorization of all transactions. Procedures are in place to ensure compliance with the health and safety of staff, volunteers and clients to the Centre. The Centre also has policies to safeguard vulnerable adults.

Organisational Structure

The Board of Trustees for the purposes of company law operated during the year with eleven members. Meetings have been held regularly to direct, oversee and assess the administration of the company and to consider opportunities for fundraising.

The staff team includes a full time Manager, part time Events Coordinator, part time Head Chef, 4 part time Care Assistants, one part-time receptionist, a part time cook, one cleaner, one casual Driver, one care taker, 3 agency staff, and assisted by a team of several volunteers across the financial year.

Related Parties

There are no related parties to the Charity other than the trustees and key management personnel.

Public Benefit

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the Charity Commission's general guidance on public benefit, 'charities and public benefit'. The charity's objectives and achievements are set out below.

Objectives and Activities

Pepper Pot Centre's objectives are to provide facilities and social care to meet the needs of elderly people suffering from depression, discrimination, loneliness, frailty, and isolation. We also aim to improve quality of life of our members and enhance their independence. The majority of our clientele come from African and Caribbean backgrounds aged 50 and upwards living in the Royal Borough of Kensington and Chelsea and surrounding Boroughs. The Centre is non-political and non-sectarian. In this context, although the Centre caters mainly for African and Caribbean persons, this is not exclusively so. In this regard, the Centre is also used by other hard to reach black and minority ethnic groups such as the Eritreans, Moroccans, Somalis, Sudanese as well as being open to all other ethnic groups.

regard, the Centre is also used by other hard to reach black and minority ethnic groups such as the Eritreans, Moroccans, Somalis, Sudanese as well as being open to all other groups.

Whilst the delivery of people-centered and culturally-specific day opportunities for older people remains a key vision for the Centre, the trustees are looking forward to making the Centre more accessible to a wider range of groups regardless of their age, disability, gender, race, religion or cultural heritage. In addition, the vision of the Centre is for it to become a Centre of excellence in readiness for healthy ageing, lifelong learning and empowering all over 50's to actively take charge of their own development in all areas of their lives.

Our main activities include:

The provision of healthy ageing and well-being programmes, the provision of lifelong learning programmes, hot freshly cooked, nutritious, hot meals daily at the Centre and for housebound persons; specialist culturally-specific day care including personal care for up to 11 older people every day, Expert Patient and other health promotion activities, Art and Crafts Sessions, Sewing classes, IT sessions, Keep-fit classes, intergeneration work, spiritual sessions, reminiscence work (Bits of this and That) and summer outings to the seaside and other places of interest; home visits and one to one person-centered care and Pastoral concerns and hospital visits.

Achievements and Performance

This report highlights the key activities and achievements of the Pepper Pot Centre over the past year, with a focus on community engagement, member recruitment, volunteer involvement, and the development of collaborative partnerships.

Day Care and Drop-in Services

Our Day Care and Drop-in Services have made significant progress. We received a substantial increase in new referrals and maintained daily attendance, averaging 25 members. We support 13 Day Care members with moderate to complex needs and have over 140 active participants. Our Centre is a vital hub for diverse BME communities from RBKC, Westminster, Hammersmith and Fulham. Home visits were conducted to support housebound members, ensuring ongoing engagement and care.

Programmes and Activities

Our programmes and activities, focusing on nutrition, health, education, and social events, have greatly enhanced our members' well-being:

- Delivered over 3,000 meals.
- Facilitated various health and wellness sessions.
- Conducted educational initiatives, such as IT classes, arts and crafts, and cultural outings, fostering creativity and community.

Volunteer and Student Engagement

Volunteer and student engagement has been crucial. Contributions from local schools, colleges, and the University of West London have been pivotal in supporting our events and overall efforts.

Community Engagement and New Member Recruitment

A range of activities successfully raised awareness and attracted new members:

- Kew Gardens Visit: Welcomed three new members and generated five referrals through Festival Republic.
- Reminisce Session: We recruited two new members during this session, as well as facilitated intergenerational collaboration between Pepper Pot members and students from Pimento Supplementary School and Above the Mentorship charity.
- Margate Seaside Trip: Introduced two new members and one volunteer, providing a refreshing day by the seaside.

Cultural and Heritage Celebrations

We celebrated cultural heritage and strengthened community connections:

- Windrush Celebration at RBKC Town Hall: Members were honoured as special guests, recognising the contributions of the Windrush generation.
- Black History Month Musical Celebration: Held at Brent Town Hall, attended by the Mayor of Brent, fostering cultural pride and community spirit.
- Caribbean Lunch for Grenada Independence: Organised by RBKC Housing Management and hosted by Pepper Pot Centre, this event brought together members, volunteers, and guests, celebrating cultural heritage.

Health and Well-being Activities

We demonstrated our commitment to health and well-being:

- Kiln Theatre Dementia-Friendly Screening: Members enjoyed a nostalgic cinema experience in a supportive environment.
- Outside Edge Theatre: Sessions combined mental and physical health games, encouraging active participation and well-being.
- Petanque Bowling Outing: Supported physical and mental health while fostering social interaction.

Intergenerational Collaboration

Strengthening relationships across generations:

- Art Session with Community Children: Fostered understanding and cooperation through artistic expression.
- University of West London (UWL) Afternoon: Students spent time with members, sharing experiences and building bridges across generations.

Seasonal Celebrations and Social Events

Providing opportunities to connect, celebrate, and enjoy:

- The end of Summer Picnic at Fulham Palace Gardens: Attracted 55 members, strengthening our relationship with Fulham Palace organisers.
- Christmas Party: Members celebrated the festive season alongside friends, family, and special guests, including the Mayor of RBKC and the High Commissioner of Dominica.

Performance Highlights

- Recruited 32 new members through various activities.
- Benefited from consistent volunteer support, including local community members and university students.
- Built valuable partnerships with organisations such as Fulham Palace, Festival Republic, RBKC and others.
- Promoted health, well-being, and community spirit through diverse events and programmes.

Challenges

- Transportation Issues: A mini-bus breakdown prevented attendance at the Royal Albert Hall Jurassic Park Concert.

Conclusion

The past year has seen significant achievements, including increased member engagement, strengthened community partnerships, and impactful health and wellness initiatives. Looking ahead, we aim to expand activities to engage more participants, enhance volunteer participation, and deepen community connections. The Pepper Pot Centre remains committed to improving our members' quality of life through health, inclusivity, and community engagement, with plans to expand our impact in the coming year.

Financial Review

The accounts for the year show a net surplus on unrestricted funds of £13,205 and total unrestricted funds carried forward on 31st March 2024 of £ 164,560. Restricted funds carried forward at the year-end totaled £ 30,319.

The Board of Trustees strives to maintain a prudent level of reserves, adequate to ensure the continued operation of the organization.

Principal Funding Sources

The company operates within the terms of a funding and service level agreement with the Royal Borough of Kensington and Chelsea, who underwrites our annual costs. We are grateful for their support in funding

our core activities. We were also privileged to receive funding from the National Lottery Community Fund for a Care Operation Manager position. This has made a tremendous contribution to our service, enhancing our ability to provide care and support to those in need. The funding has allowed us to expand our team and improve the overall quality of service, which has had a positive impact on our members and the wider community.

We would also like to take this opportunity to record our thanks to all our funders and supporters.

Board of Trustees Responsibilities

Company law requires the Board of Trustees of Pepper Pot to prepare accounts for the financial year, which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of the surplus or deficit for that period. In preparing those financial statements, the Board of Trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently:
- Make judgments and estimates that are reasonable and prudent:
- Prepare the accounts on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board of Trustees is also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to ensure that these accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out at the beginning of this report.

Independent Examiner

The Board of Trustees have decided to take advantage of the audit exemption provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011, Angela Ktistakis ACA FCCA of GMAK Chartered Accountants has been appointed as independent examiner for the year and she has indicated her willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved and signed by the Board of Trustees on 20th December 2024 and signed on its behalf by:



Howard Jeffrey, MBE
Chair of the Board of Trustees

PEPPER POT CENTRE
INDEPENDENT EXAMINER'S REPORT
TO THE MANAGEMENT COMMITTEE OF PEPPER POT CENTRE

I report to the Charity Management Committee on my examination of the accounts of the Pepper Pot Centre for the year ended 31 March 2024

Responsibilities and basis of Report

As the Management Committee of the company (and also 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 been satisfied that the accounts of the company are not required to be audited under Pt. 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried under S. 145 of the Charities Act 2011 (the 2011 Act). In carrying out of my examination, I have followed all the Directions given by the Charity Commission under S.145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by S. 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of S. 396 of the Companies Act 2006 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 to enable a proper understanding of the accounts to be reached.

A. Ktistakis

Angela Ktistakis ACA, FCCA
GMAK Chartered Accountants

5/7 Vernon Yard
London W11 2DX

Dated: *20 Jan. 2025*

PEPPER POT CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
Incoming Resources				
Voluntary Income & core grants	172,828	73,450	246,278	117,829
Investment – Interest receivable	3,338	0	3,338	688
Grants in furtherance of the Charitable activities	5,000	0	5,000	2,720
Incoming resources from charitable activities	27,938	0	27,938	25,632
Total Incoming resources	209,104	73,450	282,554	146,869
Resources Expended				
Cost of raising funds	2,075	0	2,075	2,237
Charitable activities	193,824	83,654	277,478	215,095
Total Resources expended	195,899	83,654	279,553	217,332
Net (outgoing) / income (expenditure) for the year.	13,205	(10,204)	3,001	(70,463)
Funds balances as at 1st April 2023	151,355	40,523	191,878	262,341
Funds balances as at 31st March 2024	£164,560	£30,319	£194,879	£191,878

PEPPER POT CENTRE BALANCE SHEET

AS AT 31 MARCH 2024

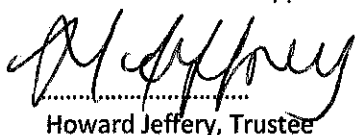
	Notes	2024 £	£	£	2023 £
Fixed assets					
Tangible assets	8		14,569		41,306
Current assets					
Debtors & prepayments	10	839		7,758	
Cash at bank and in hand		<u>230,611</u>		<u>189,199</u>	
		231,450		196,957	
Creditors: amounts falling due within One year	11	<u>(51,140)</u>		<u>(46,385)</u>	
Net current assets			<u>180,310</u>		<u>150,572</u>
Total assets less current liabilities			<u>£194,879</u>		<u>£191,878</u>
Income funds					
Restricted funds			30,319		40,523
Unrestricted funds			<u>164,560</u>		<u>151,355</u>
			<u>£194,879</u>		<u>£191,878</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 for the year ended 31 March 2024. No member of the company has deposited a Notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and its application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board on 20.12.2024


Howard Jeffery, Trustee


Mervin Archer, Trustee

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

Charity Information: The Pepper Pot Centre is a private company Limited by Guarantee incorporated in England and Wales. The registered address is 1A, Thorpe Road, London W10 5XL.

1.1 Accounting convention

The accounts have been prepared in accordance with the Company's constitution and applicable accounting standards, the "Accounting and Reporting by Charities Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Companies Act 2006 and the requirements of the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" and the Companies Act 2006. The Company is a Public Benefit entity as defined by FRS102.

The company had 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 accounts are prepared in sterling which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

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

1.2 Going Concern

At the time of approving accounts, 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 going concern basis of accounting in preparing the accounts

1.3 Incoming resources

Donated services and gifts in kind were not considered to be material and have therefore not been included in these accounts.

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.4 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities, they have been allocated on a basis consistent with the use of these sources.

The amount charged to cost of raising funds in the accounts is based on the amount of staff time attributable to this activity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Fixed assets are capitalized only if they have a value of £1,000 or above. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property
Fixtures, fittings & equipment Motor vehicles
25 years over the term of the lease from 27th September 1999
25% straight line
25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognized in net income/ (expenditure) for the year.

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.6 Pensions

The charity makes a 5% contribution towards the pensions of employees. Some members of staff contribute to a stakeholder pension. This amount is deducted from their salaries and paid over to the pension provider by the Centre.

1.7 Accumulated funds

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

Restricted funds are subject to specific restrictions by donors, which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

1.8 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.

1.9 Financial Instruments

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

1.10 Employee benefits

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Critical accounting estimates and judgments

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

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

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

5 Support & Governance costs

	Support costs £	Governance Costs £	2024 £	2023 £
Staff costs	59,976		59,976	16,613
Premises	43,881		43,881	38,306
Office and administration	12,348		12,348	13,174
Depreciation	485		485	830
Trustees expenses		1,052	1,052	1,478
Independent Examination fees		5,500	5,500	5,300
TOTAL COSTS	£ 116,690	£ 6,552	£123,242	£75,701

6 Management Committee

A member of Management Committee was reimbursed £1,052 for travel expenses incurred on the Charity's business (£1,478 in 2023)

7 Number of employees

The average monthly number of full-time equivalent employees during the year was:

	2024	2023
Administration	2	1
Care and Kitchen Staff	5	5
	7	6

Employment costs

	2024	2023
Wages and salaries	136,469	95,446
Social security costs	1,145	-
Agency Staffing costs	5,414	11,640
Pension costs	5,124	4,522
	£148,152	£111,608

There are no employees whose annual emoluments were £ 60,000 or more.

8 Taxation

The Company is registered charity and exempt from taxation under Sections 466 to 493 of the Corporation Tax Act 2010

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

9 Tangible fixed assets

	Land & buildings	Plant & Machinery	Fixtures, Fittings & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2023	654,172	36,660	116,320	8,000	815,152
Additions	0	0	0	0	0
Disposals	0	0	0	0	0
At 31 March 2024	654,172	36,660	116,320	8,000	815,152
At 1 April 2023	614,808	36,660	114,378	8,000	773,846
Charge for the year	26,252		485	0	26,737
At 31 March 2024	641,060	36,660	114,863	8,000	800,583
Net book value					
At 31 March 2024	13,112	0	1,457	0	14,569
At 31 March 2023	39,364	0	1,942	0	41,306

10 Financial Instruments

	2024 £	2023 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	839	7,758
Carrying amount of financial Liabilities		
Measured at amortised cost	51,140	46,385

11 Debtors

	2024 £	2023 £
Operating debtors & prepayments	839	7,758
	839	7,758

12 Creditors: amounts falling due within one-year

	2024 £	2023 £
Bank overdraft	626	1,956
Taxes and social security costs	3,072	737
Accruals	24,965	20,917
Grant received in advance	22,477	22,775
	51,140	46,385

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

13 Restricted funds: Movements in Funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

2023/2024	Balance at 1 April 2023	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Building fund	36,828	0	(26,252)		10,576
Grenfell support project	3,695	0	(3,695)		0
National Lottery Over 60 Connected care Project		45,550	(26,195)	0	19,355
Global 's Make Some Noise; The Pepper pot Centre Project to Combat Isolation		25,000	(24,612)		388
	40,523	70,550	(31,301)	0	30,319

2022/2023	Balance at 1 April 2022	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Building fund	63,080	0	(26,252)		36,828
Grenfell support project	3,695	0			3,695
National Lottery outreach Project	5,049	0	(5049)	0	0
	71,824	0	(31,301)	0	40,523

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2024 are represented by Tangible fixed assets	1,457	13,112	14,569
Current assets	214,243	17,207	231,450
Creditors: amounts falling due within one year	(51,140)		(51,140)
	164,560	30,319	194,879

15 Pensions

The Centre makes a 5% contribution towards the pensions of employees. The assets of the scheme are held separately from those of the Centre in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £5,124(2023: £4,522).

16 Related party transactions

The remuneration of key management personnel is as follows:

	2024	2023
	£	£
Aggregate compensation	24,140	11,060

PEPPER POT CENTRE

England & Wales - Charity number 297952

Accounts

Charity Registration No. 297952

Company Registration No.2178605 (England and Wales)

PEPPER POT CENTRE
MANAGEMENT COMMITTEE'S REPORT AND
INDEPENDENTLY EXAMINED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

PEPPER POT CENTRE

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THE BOARD OF TRUSTEES REPORT

The Board of Trustees presents its report and independently examined financial statements for the year ended 31 March 2023 which are also prepared to meet the requirements for a Directors' Report and Accounts for the Companies Act purposes.

Reference and Administrative information

Charity Name: Pepper Pot Centre

Charity Registration No: 297952

Company Registration No: 2178605

Registered office and operational address:

1A Thorpe Close, London W105XL

Board of Trustees

Howard Jeffrey – Chair

Julie Mills – Co-opted

Ferdinand Maxwell – User representative

Carmen Rose (Appointed -14th April 2022)

Harold Roach – User representative

Kelvin Metzger (Appointed 14th April, 2022)

Jules Walter

Kevin Metzger (Appointed -14th April /2022)

Bruce Malcom Nobrega (Appointed -14th April 2022)

Karl Brooks (Appointed -01/03/2023)

Melvin Archer (Appointed -31st March /2023)

Company Secretary Julie Mills

Manager

Zenawi Tadesse (On long term sick leave)

Independent Examiner

Angela Ktistakis ACA FCCA

GMAK Chartered Accountants:

511 Vernon Yard, London, W11 2DX

Bankers

HSBC Plc

25 Notting Hill Gate, London, W113JJ

Structure, Governance and Management

Governing Document

The Organisation is a charitable Company limited by guarantee, incorporated on 14 October 1987 and registered with the Charity Commission on 16 December 1987. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed by its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.00.

Appointment and Recruitment of the Board of Trustees

A third of the Board of Trustees retires at each Annual General Meeting but retiring members are available for re-election, though they cannot serve more than 6 consecutive years without a break. The members of the Board of Trustees may co-opt up to two additional members. The Board also includes up to three user representatives elected by the Centre Users. Members are recruited as skills gaps are identified and this is undertaken by advertising and networking.

Risk Management

The Board of Trustees has continued to undertake review of the major risks to which the charity is exposed. Where appropriate, systems have been established to mitigate the risks the charity faces. The Board has developed a robust business plan, which contains funding strategies for the various activities and projects. Internal control risks are minimized by the implementation of procedures for authorization of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients to the Centre. The Centre also has policies to safeguard vulnerable adults.

Organisational Structure

The Board of Trustees for the purposes of company law operated during the year with eleven members. Meetings have been held regularly to direct, oversee and assess the administration of the company and to consider opportunities for fundraising.

The staff team includes a full time Manager, part time Head Chef, 4 part time Care Assistants, one part-time receptionist, a part time cook, one cleaner, one casual Driver, one care taker, 3 agency staff, and assisted by a team of several volunteers across the financial year.

Related Parties

There are no related parties to the Charity other than the trustees and key management personnel.

Public Benefit

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the Charity Commission's general guidance on public benefit, 'charities and public benefit'. The charity's objectives and achievements are set out below.

Objectives and Activities

Pepper Pot Centre's objectives are to provide facilities and social care to meet the needs of elderly people suffering from depression, discrimination, loneliness, frailty, and isolation. We also aim to improve quality of life of our members and enhance their independence. The majority of our clientele come from African and Caribbean backgrounds aged 50 and upwards living in the Royal Borough of Kensington and Chelsea and surrounding Boroughs. The Centre is non-political and non-sectarian. In this context, although the Centre caters mainly for African and Caribbean persons, this is not exclusively so. In this regard, the Centre is also used by other hard to reach black and minority ethnic groups such as the Eritreans, Moroccans, Somalis, Sudanese as well as being open to all other ethnic groups.

Whilst the delivery of people-centered and culturally-specific day opportunities for older people remains a key vision for the Centre, the trustees are looking forward to making the Centre more accessible to a wider range of groups regardless of their age, disability, gender, race, religion or cultural heritage. In addition, the vision of the Centre is for it to become a Centre of excellence in readiness for healthy ageing, lifelong learning and empowering all over 50's to actively take charge of their own development in all areas of their lives.

Our main activities include:

The provision of healthy ageing and well-being programs, the provision of lifelong learning programs, hot freshly cooked, nutritious, hot meals daily at the Centre and for housebound persons; specialist culturally-specific day care including personal care for up to 11 older people every day, Expert Patient and other health promotion activities, Art and Crafts Sessions, Sewing classes, IT sessions, Keep-fit classes, intergeneration work, spiritual sessions, reminiscence work (Bits of this and That) and summer outings to the seaside and other places of interest; home visits and one to one person-centered care and Pastoral concerns and hospital visits.

Achievements and Performance

We have had 11 new referrals to day care and currently an average of 8-day care users attend the Centre daily and approximately 23 to 34 active members per day depending on the nature of activity and/or events being organised on the day. The Centre also receives referrals from neighboring boroughs of Westminster, Hammersmith and Fulham, Brent, and Hounslow. The Centre continues to serve as a hub for various BME group.

In total the Centre has 13 daycare members including those with moderate to complex needs, 140+ active members. During the period under review, several visits were made to housebound service users.

During the period under review, the Centre also delivered: over 3,500 hot, nutritiously and freshly prepared meals; weekly classes in yoga and chair aerobics, and IT sessions and health promotion and healthy ageing sessions including expert patient programmes, mental health well-being and the prevention of dementia sessions; health screenings involving high blood pressure checks, weight/obesity management sessions. Outings /trips to the seaside, visits to other Centres, Kensington Palace, RBKC Town Hall over 30 events, Museums as well as collaborating with the Lions Club Annual event; Weekly Arts and Crafts Sessions, weekly sewing classes; weekly Introduction IT Classes for Over 60's and a range of other lifelong learning activities designed to encourage and equip older people to undertake volunteering, re-skilling and empowerment.

Overall, 140 plus unique users have benefited from our wide range of services as described above as well as a door-to-door transport service, day, and evening opportunities/activities for different BME communities, and leisure activities including various trip e.g., Margate, Kiln Theatre. To maintain reduced costs and improve sustainability, the Centre has utilised the services of over 20 volunteers and work placement students throughout the year.

the delivery of person-centred and culturally-specific day opportunities for older people remains a key vision for the Centre, the Trustees are looking forward to making the Centre more accessible to a wider range of groups regardless of their age, disability, gender, race, religion, or cultural heritage. In addition, the vision of the Centre is for it to become a Centre of excellence in readiness for healthy ageing, lifelong learning and empowering all over 60's to actively take charge of their own development in every area of lives.

Financial Review

The accounts for the year show a net deficit on unrestricted funds of £39,162 and total unrestricted funds carried forward at 31st March 2023 of £ 151,355. Restricted funds carried forward at the year-end comprised fixed and current assets which totaled £40,523.

The Board of Trustees strives to maintain a prudent level of reserves, adequate to ensure the continued operation of the organization.

Principal Funding Sources

The company operates within the terms of a funding and service level agreement with the Royal Borough of Kensington and Chelsea who underwrites 60% of our annual costs. In addition, the Centre received continued funding from the Kensington and Chelsea Social council. During the year funding bodies such as National Lotteries Community Fund helped the Centre to provide hot meals through its Meals On wheels Service to elderly house-bound elderly.

We would also like to take this opportunity to record our thanks to all of our funders and supporters.

Board of Trustees Responsibilities

Company law requires the Board of Trustees of Pepper Pot to prepare accounts for the financial year, which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of the surplus or deficit for that period. In preparing those financial statements, the Board of Trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board of Trustees is also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to ensure that these accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out at the beginning of this report.

Independent Examiner

The Board of Trustees have decided to take advantage of the audit exemption provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011, Angela Ktistakis ACA FCCA of GMAK Chartered Accountants has been appointed as independent examiner for the year and she has indicated her willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved and signed by the Board of Trustees on... 13/14/2023 ...and signed on its behalf by:

Howard Jeffrey, MBE



Chair of the Board of Trustees

PEPPER POT CENTRE
INDEPENDENT EXAMINER'S REPORT
TO THE MANAGEMENT COMMITTEE OF PEPPER POT CENTRE

I report to the Charity Management Committee on my examination of the accounts of the Pepper Pot Centre for the year ended 31 March 2023

Responsibilities and basis of Report

As the Management Committee of the company (and also 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 been satisfied that the accounts of the company are not required to be audited under Pt. 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried under S. 145 of the Charities Act 2011 (the 2011 Act). In carrying out of my examination, I have followed all the Directions given by the Charity Commission under S. 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by S. 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of S. 396 of the Companies Act 2006 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 to enable a proper understanding of the accounts to be reached.

A. Ktistakis

Angela Ktistakis ACA, FCCA
GMAK Chartered Accountants

5/7 Vernon Yard
London W112DX

Dated: *14 Dec. 2023*

PEPPER POT CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
Incoming Resources				
Voluntary Income& core grants	117,829	0	117,829	117,829
Investment – Interest receivable	688	0	688	21
Grants in furtherance of the Charitable activities	2,720	0	2,720	69,108
Incoming resources from charitable activities	25,632	0	25,632	18,843
Total Incoming resources	146,869	0	146,869	205,801
Resources Expended				
Cost of raising funds	2,237	0	2,237	3,208
Charitable activities	183,794	31,301	215,095	238,558
Total Resources expended	186,031	31,301	217,332	241,766
Net (outgoing) / income (expenditure) for the year.	(39,162)	(31,301)	(70,463)	(35,965)
Funds balances as at 1st April 2022	190,517	71,824	262,341	298,306
Funds balances as at 31st March 2023	£151,355	£40,523	£191,878	£262,341

PEPPER POT CENTRE BALANCE SHEET

AS AT 31 MARCH 2023

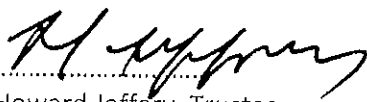
	Notes	2023 £	£	£	2022 £
Fixed assets					
Tangible assets	8		41,306		67,268
Current assets					
Debtors & prepayments	10	7,758		31,825	
Cash at bank and in hand		<u>189,199</u>		<u>197,531</u>	
		196,957		229,356	
Creditors: amounts falling due within One year	11	<u>(46,385)</u>		<u>(34,283)</u>	
Net current assets			<u>150,572</u>		<u>195,073</u>
Total assets less current liabilities			<u>£191,878</u>		<u>£262,341</u>
Income funds					
Restricted funds			40,523		71,824
Unrestricted funds			<u>151,355</u>		<u>190,517</u>
			<u>£191,878</u>		<u>£262,341</u>

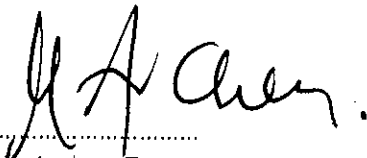
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 for the year ended 31 March 2023. No member of the company has deposited a Notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and its application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board on 13/12/2023


Howard Jeffery, Trustee


Mervin Archer, Trustee

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity Information: The Pepper Pot Centre is a private company Limited by Guarantee incorporated in England and Wales. The registered address is 1A, Thorpe Road, London W10 5XL.

1.1 Accounting convention

The accounts have been prepared in accordance with the Company's constitution and applicable accounting standards, the "Accounting and Reporting by Charities Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Companies Act 2006 and the requirements of the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" and the Companies Act 2006. The Company is a Public benefit entity as defined by FRS102.

The company had 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 accounts are prepared in sterling which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

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

1.2 Going Concern

At the time of approving accounts, 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 going concern basis of accounting in preparing the accounts

1.3 Incoming resources

Donated services and gifts in kind were not considered to be material and have therefore not been included in these accounts.

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.4 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities, they have been allocated on a basis consistent with the use of these sources.

The amount charged to cost of raising funds in the accounts is based on the amount of staff time attributable to this activity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Fixed assets are capitalized only if they have

a value of £1,000 or above. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property

Fixtures, fittings & equipment Motor vehicles

25 years over the term of the lease from 27th September 1999

25% straight line

25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognized in net income/ (expenditure) for the year.

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.6 Pensions

The charity makes a 5% contribution towards the pensions of employees. Some members of staff contribute to a stakeholder pension. This amount is deducted from their salaries and paid over to the pension provider by the Centre.

1.7 Accumulated funds

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

Restricted funds are subject to specific restrictions by donors, which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

1.8 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.

1.9 Financial Instruments

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

1.10 Employee benefits

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

2. Critical accounting estimates and judgments

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

5 Support & Governance costs

	Support costs £	Governance Costs £	2023 £	2022 £
Staff costs	16,613		16,613	37,361
Premises	38,306		38,306	32,530
Office and administration	13,174		13,174	10,790
Depreciation	830		830	2,550
Trustees expenses		1,478	1,478	1,131
Independent Examination fees		5,300	5,300	5,300
TOTAL COSTS	£68,923	£ 6,778	£75,701	£89,662

6 Management Committee

A member of Management Committee was reimbursed £1,478 for travel expenses incurred on the Charity's business (£1,131 in 2022)

7 Number of employees

The average monthly number of full-time equivalent employees during the year was:

	2023	2022
Administration	1	1
Care and Kitchen Staff	5	5
	6	6

Employment costs

	2023	2022
Wages and salaries	95,446	108,770
Social security costs	-	-
Agency Staffing costs	11,640	9,840
Pension costs	4,522	4,418
	£111,608	£123,028

There are no employees whose annual emoluments were £ 60,000 or more.

8 Taxation

The Company is registered charity and exempt from taxation under Sections 466 to 493 of the Corporation Tax Act 2010

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

9 Tangible fixed assets	Land & buildings	Plant & Machinery	Fixtures, Fittings & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2022	654,172	36,660	115,200	8,000	814,032
Additions	0	0	1,120	0	1,120
Disposals	0	0	0	0	0
At 31 March 2023	654,172	36,660	116,320	8,000	815,152
At 1 April 2021	588,556	36,660	113,548	8,000	746,764
Charge for the year	26,252		830	0	27,082
At 31 March 2023	614,808	36,660	114,378	8,000	773,846
Net book value					
At 31 March 2023	39,364	0	1,942	0	41,306
At 31 March 2022	65,616	0	1,652	0	67,268

10 Financial Instruments

	2023 £	2022 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	7,758	31,825
Carrying amount of financial Liabilities		
Measured at amortised cost	46,385	34,283

11 Debtors

	2023 £	2022 £
Operating debtors & prepayments	7,758	31,825
	7,758	31,825

12 Creditors: amounts falling due within one-year

	2023 £	2022 £
Bank overdraft	1,956	4,010
Taxes and social security costs	737	2,733
Accruals	20,917	27,540
Grant received in advance	22,775	-
	46,385	34,283

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

13 Restricted funds: Movements in Funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

2022/2023	Balance at 1 April 2022	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Building fund	63,080	0	(26,252)		36,828
Grenfell support project	3,695	0			3,695
National Lottery outreach Project	5,049	0	(5,049)	0	0
	71,824	0	(31,301)	0	40,523

2021/2022	Balance at 1 April 2021	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
Building fund	89,332		(26,252)		63,080
Grenfell support project	3,695				3,695
Westway community Project (Arts Project)	382		(382)		0
Mayor 's Fund CSAR	10,000		(10,000)		0
RBK& C- Winter Food project	6,050		(6,050)		0
National Lottery Community Fund (Coronavirus Community Support fund)	2,507		(2,507)		0
Power to Change Covid 19 Outreach	23,405		(23,828)	423	0
National Lottery		46,879	(46,879)	0	0
National Lottery outreach Project		9,900	(4,851)	0	5,049
Voice 4 Change -BAME COVID 19	4,000		(4,000)	0	0
	139,371	56,779	(124,749)	423	71,824

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

The building fund comprises the finance received for the building which is reduced annually by the related depreciation.

Grenfell Support Project has been funded through a one-off grant from The Tudor Trust – London funders.

National Lottery Community Fund's grant of £ 9,900 was awarded in August, 2021, to fund work of a part time Outreach work.

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2023 are represented by			
Tangible fixed assets	4,478	36,828	41,306
Current assets	193,262	3,695	196,957
Creditors: amounts falling due within one year	(46,385)	0	(46,385)
	151,355	40,523	191,878

15 Pensions

The Centre makes a 5% contribution towards the pensions of employees. The assets of the scheme are held separately from those of the Centre in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £4,522(2022: £4,418).

16 Related party transactions

The remuneration of key management personnel is as follows:

	2023	2022
	£	£
Aggregate compensation	11,060	21,070

PEPPER POT CENTRE

England & Wales - Charity number 297952

Accounts

Charity Registration No. 297952

Company Registration No. 2178605 (England and Wales)

PEPPER POT CENTRE
MANAGEMENT COMMITTEE'S REPORT AND
INDEPENDENTLY EXAMINED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

PEPPER POT CENTRE

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THE BOARD OF TRUSTEES REPORT

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Reference and Administrative information

Charity Name: Pepper Pot Centre

Charity Registration No: 297952

Company Registration No: 2178605

Registered office and operational address:

1A Thorpe Close, London W105XL

Board of Trustees

Howard Jeffrey – Chair

Miss Doreen Weatherhead – Co-opted

Julie Mills – Co-opted

Ferdinand Maxwell – User representative

Harold Roach – User representative

Jules Walter

Yvonne Allison (Resigned 7th Jan, 2022)

Company Secretary Julie Mills

Manager

Zenawi Tadesse – Manager

Independent Examiner

Angela Ktistakis ACA FCCA

GMAK Chartered Accountants:

511 Vernon Yard, London, W11 2DX

Bankers

HSBC Plc

25 Notting Hill Gate, London, W113JJ

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The Board of Trustees has continued to undertake review of the major risks to which the charity is exposed. Where appropriate, systems have been established to mitigate the risks the charity faces. The Board has developed a robust business plan, which contains funding strategies for the various activities and projects. Internal control risks are minimized by the implementation of procedures for authorization of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients to the Centre. The Centre also has policies to safeguard vulnerable adults.

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Related Parties

There are no related parties to the Charity .

Public Benefit

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the Charity Commission's general guidance on public benefit, 'charities and public benefit'. The charity's objectives and achievements are set out below.

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Pepper Pot Centre's objectives are to provide facilities and social care to meet the needs of elderly people suffering from depression, discrimination, loneliness, frailty, and isolation. Our clientele are those persons of African and Caribbean origin aged 50 and upwards living in the Royal Borough of Kensington and Chelsea and surrounding boroughs. The Centre is non-political and non-sectarian. In this context, although the Centre cares mainly for African and Caribbean persons, this is not exclusively so. In this regard, the Centre is also used by other hard to reach black and minority ethnic groups such as the Eritreans, Moroccans, Somalis, Sudanese as well as being open to all other ethnic groups.

Our main activities include:

The provision of healthy ageing and well-being programs, the provision of lifelong learning programs, freshly cooked, nutritious, hot meals daily at the Centre and for housebound persons; specialist culturally-specific day care including personal care for up to 14 older people every day, Expert Patient and other health promotion activities, Art and Crafts Sessions, Sewing classes, IT sessions, Keep-fit classes, intergeneration work, spiritual sessions, reminiscence work (Bits of this and that) and summer outings to the seaside and other places of interest; home visits and one to one person-centered care and Pastoral concerns, hospital visits and door to door transport service for frail members.

Achievements and Performance

We have had 13 new referrals to day care and currently an average of 8-day care users attend the Centre daily and approximately 25 to 30 active members per day depending on the nature of activity and/or events being organised on the day. The Centre also receives referrals from neighboring boroughs of Westminster, Hammersmith and Fulham, Brent and Hounslow. The Centre continues to serve as a hub for various BME group.

In total the Centre has 14 daycare members including those with moderate to complex needs, 200+ active members. During the period under review, no visits were made to housebound service users as a result of the further reduction in the part time hours of the Outreach Officer and COVID 19. However regular befriending calls were undertaken.

During the period under review, the Centre also delivered: over 4,722 hot, nutritiously and freshly prepared meals; 48 weekly classes in yoga and chair aerobics, and IT sessions and health promotion and healthy ageing sessions including expert patient programmes, mental health well-being and the prevention of dementia sessions; health screenings involving high blood pressure checks, weight/obesity management sessions; 10 nutrition sessions for of areas from the arrival of the Caribbean older people to the UK to how the African and Caribbean older persons contributed to the economy of the UK, organised 3 outings /trips to the seaside, visits to other Centres, Kensington Palace, RBKC Town Hall over 48 events, Museums as well as collaborating with the Lions Club Annual event; 48 Weekly Arts and Crafts Sessions, 48 weekly sewing classes; 48 weekly Introduction IT Classes for Over 60's and a range of other lifelong learning activities designed to encourage and equip older people to undertake volunteering, re-skilling and empowerment.

Overall, 200 plus users have benefited from our wide range of services as described above as well as a door-to-door transport service, day and evening opportunities/activities for different BME communities, sewing classes and leisure activities including various trip e.g. Natural History Museum, Sadlers Wells.

In order to maintain reduced costs and improve sustainability, the Centre has utilised the services of over 20 volunteers throughout the year.

Whilst the delivery of person-centred and culturally-specific day opportunities for older people remains a key vision for the Centre, the trustees are looking forward to making the Centre more accessible to a wider range of groups regardless of their age, disability, gender, race, religion or cultural heritage. In addition, the vision of the Centre is for it to become a Centre of excellence in readiness for healthy ageing, lifelong learning and empowering all over 60's to actively take charge of their own development in every area of lives.

Financial Review

The accounts for the year show a net surplus on unrestricted funds of £31,582 and total unrestricted funds carried forward at 31st March 2022 of £ 190,517. Restricted funds carried forward at the year-end comprised fixed and current assets which totaled £ 71,824.

The Board of Trustees strives to maintain a prudent level of reserves, adequate to ensure the continued operation of the organization

Principal Funding Sources

The company operates within the terms of a funding and service level agreement with the Royal Borough of Kensington and Chelsea who underwrites 60% of our annual costs. In addition, the Centre received continued funding from the Kensington and Chelsea Social Services and London Mayor's Fund. During the year funding bodies such as K & C Foundation, London Community Response Fund, and National Lottery Community Fund helped the Centre to provide a Service its elderly members, some of whom were house bound. The support received from the Mayor of London, Nandos, Oliver the Rausing Trust and others enabled us to help our members to build resilience against the impact of COVID 19.

We would like to take this opportunity to record our thanks to all of our funders and supporters.

Board of Trustees Responsibilities

Company law requires the Board of Trustees of Pepper Pot to prepare accounts for the financial year, which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of the surplus or deficit for that period. In preparing those financial statements, the Board of Trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board of Trustees is also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to ensure that these accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

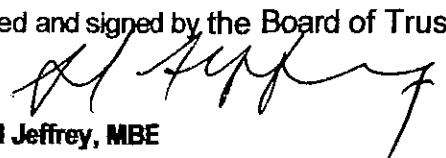
Members of the Board of Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out at the beginning of this report.

Independent Examiner

The Board of Trustees have decided to take advantage of the audit exemption provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011, Angela Ktistakis ACA FCCA of GMAK Chartered Accountants has been appointed as independent examiner for the year and she has indicated her willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved and signed by the Board of Trustees on 15th January 2022 and signed on its behalf by:


Howard Jeffrey, MBE

Chair of the Board of Trustees

PEPPER POT CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE MANAGEMENT COMMITTEE OF PEPPER POT CENTRE

I report to the Charity Management Committee on my examination of the accounts of the Pepper Pot Centre for the year ended 31 March 2022

Responsibilities and basis of Report

As the Management Committee of the company (and also 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 been satisfied that the accounts of the company are not required to be audited under Pt. 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried under S. 145 of the Charities Act 2011 (the 2011 Act). In carrying out of my examination, I have followed all the Directions given by the Charity Commission under S. 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by S. 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of S. 396 of the Companies Act 2006 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 to enable a proper understanding of the accounts to be reached.

A. Ktistakis

Angela Ktistakis ACA, FCCA
GMAK Chartered Accountants

57 Vernon Yard
London W11 2DX

Dated: 15 Dec. 2022

PEPPER POT CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Incoming Resources				
Voluntary Income& core grants	117,829	0	117,829	113,858
Investment – Interest receivable	21	0	21	100
Grants in furtherance of the Charitable activities	12,329	56,779	69,108	82,356
Incoming resources from charitable activities	18,843	0	18,843	2,978
Total Incoming resources	149,022	56,779	205,801	199,292
Resources Expended				
Cost of raising funds	3,208	0	3,208	16,408
Charitable activities	113,809	124,749	238,558	195,683
Total Resources expended	117,017	124,759	241,766	212,091
Transfer between Funds	(423)	423	-	
Net (outgoing) / income (expenditure) for the year.	31,582	(67,547)	(35,965)	(12,799)
Funds balances as at 1st April 2021	158,935	139,371	298,306	311,105
Funds balances as at 31st March 2022	£190,517	£71,824	£262,341	£298,306

PEPPER POT CENTRE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	£	2021 £
Fixed assets					
Tangible assets	8		67,268		96,070
Current assets					
Debtors & prepayments	10	31,825		4,765	
Cash at bank and in hand		<u>197,531</u>		<u>209,933</u>	
				214,696	
		229,356			
Creditors: amounts falling due within					
One year	11	<u>(34,283)</u>		<u>(12,462)</u>	
Net current assets			<u>195,073</u>		<u>202,236</u>
Total assets less current liabilities			<u>£262,341</u>		<u>£298,398</u>
Income funds					
Restricted funds	13		71,824		139,371
Unrestricted funds	14		<u>190,517</u>		<u>158,935</u>
			<u>262,341</u>		<u>£298,306</u>

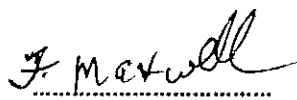
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 for the year ended 31 March 2022. No member of the company has deposited a Notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and its application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board on 15th June 2022


Howard Jeffery, Trustee


Ferdinand Maxwell, Trustee

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity Information: The Pepper Pot Centre is a private company Limited by Guarantee incorporated in England and Wales. The registered address is 1A, Thorpe Road, London W10 5XL.

1.1 Accounting convention

The accounts have been prepared in accordance with the Company's constitution and applicable accounting standards, the "Accounting and Reporting by Charities Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Companies Act 2006 and the requirements of the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" and the Companies Act 2006. The Company is a Public benefit entity as defined by FRS102.

The company had 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 accounts are prepared in sterling which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

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

1.2 Going Concern

At the time of approving accounts, 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 going concern basis of accounting in preparing the accounts

1.3 Incoming resources

Donated services and gifts in kind were not considered to be material and have therefore not been included in these accounts.

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.4 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities, they have been allocated on a basis consistent with the use of these sources.

The amount charged to cost of raising funds in the accounts is based on the amount of staff time attributable to this activity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Fixed assets are capitalized only if they have a value of £1,000 or above. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	25 years over the term of the lease from 27 th September 1999
Fixtures, fittings & equipment	25% straight line
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognized in net income/ (expenditure) for the year.

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.6 Pensions

The charity makes a 5% contribution towards the pensions of employees. Some members of staff contribute to a stakeholder pension. This amount is deducted from their salaries and paid over to the pension provider by the Centre.

1.7 Accumulated funds

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

Restricted funds are subject to specific restrictions by donors, which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

1.8 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.

1.9 Financial Instruments

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

1.10 Employee benefits

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Critical accounting estimates and judgments

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

3 Income received in furtherance of charitable activities

Unrestricted	2022 £	2021 £
RBK&C Core grant	117,829	111,000
Grants in furtherance of the Charitable Activities	12,329	
Voluntary Income –(Donations, fundraising etc)	9,776	2,858
Income from charitable activities (Day Care services meals services, membership, outings etc)	9,067	2,978
Investment Interest	21	100
Total Income: Unrestricted Funds	£149,022	£116,936

Restricted	2022 £	2021 £
RBK&C : Project funding (Well Being Therapy Project-formerly known as Massage Therapy Project : Project	0	5,770
Grants in furtherance of the Charitable Activities	-	-
: NottingHill Methodist Church	0	6,000
: K & C Foundation (Wave 1)	0	4,992
: London Community Foundation (WAVE 3)	9,900	8,762
: Mayors Community Spaces at Risk Fund	0	10,000
: National Lottery Fund	46,879	6,782
: RBK&C- Winter food grant	0	6,050
: VOICE 4 CHANGE (BAME COVID 19)	0	10,000
:Power to Change (COVID 19 OUTREACH)		24,000
Total Income: Restricted Funds	£ 56,779	£ 82,356

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

5 Support costs

	Support costs	Governance Costs	2022	2021
	£	£	£	£
Staff costs	37,361		37,361	23,705
Premises	32,530		32,530	11,660
Office and administration	10,790		10,790	13,785
Depreciation	2,550		2,550	4,720
Trustees expenses		1,131	1,131	835
Independent Examination fees		5,300	5,300	5,300
TOTAL COSTS	£83,231	£6,431	£89,662	£48,953

6 Management Committee

A member of Management Committee was reimbursed £1,131 for travel expenses incurred on the Charity's business (£835 in 2021)

7 Number of employees

The average monthly number of full-time equivalent employees during the year was:

	2022	2021
Administration	1	1
Care and Kitchen Staff	5	5
	6	6

Employment costs

	2022	2021
Wages and salaries	108,770	89,772
Social security costs	-	-
Agency Staffing costs	9,840	300
Pension costs	4,418	4,193
	123,028	94,265

There are no employees whose annual emoluments were £ 60,000 or more.

8 Taxation

The Company is registered charity and exempt from taxation under Sections 466 to 493 of the Corporation Tax Act 2010

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

9 Tangible fixed assets

	Land & buildings	Plant & Machinery	Fixtures, Fittings & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2021	654,172	36,660	115,200	8,000	814,032
Additions	0	0	0	0	
Disposals	0	0	0	0	0
At 31 March 2022	654,172	36,660	115,200	8,000	814,032
At 1 April 2021	562,304	36,660	112,998	6,000	717,962
Charge for the year	26,252		550	2,000	28,802
At 31 March 2022	588,556	36,660	113,548	8,000	746,764
Net book value					
At 31 March 2022	65,616	0	1,652	0	67,268
At 31 March 2021	91,868	0	2,202	2,000	96,070

10 Financial Instruments

	2022 £	2021 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	31,825	4,765
Carrying amount of financial Liabilities		
Measured at amortised cost	34,283	12,462

11 Debtors

	2022 £	2021 £
Operating debtors & prepayments	31,825	4,765
	31,825	4,765

Creditors: amounts falling due within one-year

	2022 £	2021 £
Bank overdraft	4,010	766
Taxes and social security costs	2,733	1,072
Accruals	27,540	10,624
	34,283	12,462

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

13 Restricted funds: Movements in Funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

2021/2022	Balance at 1 April 2021	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
Building fund	89,332		(26,252)		63,080
Grenfell support project	3,695				3,695
Westway community Project (Arts Project)	382		(382)		0
Mayor 's Fund CSAR	10,000		(10,000)		0
RBK& C- Winter Food project	6,050		(6,050)		0
National Lottery Community Fund (Coronavirus Community Support fund)	2,507		(2,507)		0
Power to Change Covid 19 Outreach	23,405		(23,828)	423	0
National Lottery		46,879	(46,879)	0	0
National Lottery outreach Project		9,900	(4,851)	0	5,049
Voice 4 Change -BAME COVID 19	4,000		(4,000)	0	0
	139,371	56,779	(124,749)	423	71,824

2020/2021	Balance at 1 April 2020	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
Building fund	115,584		(26,252)		89,332
Older people Healthy Living Project		6,000	(35,802)	29,802	0
Core IT System Project	1,288		(1,288)		0
Grenfell support project	3,695				3,695
West way community Project (Arts Project)	382				382
Wellbeing Therapy project (Previously Massage Therapy Project)	0	5,770	(8,995)	3,225	0
Mayor 's Fund CSAR	0	10,000			10,000
K & C Foundation -WAVE 1		4,992	(11,419)	6,427	0
RBK& C- Winter Food project	0	6,050	(2,615)	2,615	6,050
London Community Response Fund -WAVE 3	0	8,762	(14,551)	5,789	0
National Lotteries Community Fund (Corona virus Community Support fund)	0	6,782	(11,820)	7,545	2,507
Power to Change(Covid 19 Outreach)	0	24,000	(595)		23,405
Voice 4 Change -BAME COVID 19	0	10,000	(8,436)	2,436	4,000
	120,949	82,356	(121,773)	57,839	139,371

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

The building fund comprises the finance received for the building which is reduced annually by the related depreciation.

Grenfell Support Project has been funded through a one-off grant from The Tudor Trust – London funders.

Community Art project has been funded by the Westway Trust Community Investments for Small grants.

WINTER Food Grant was awarded in 2020-2021 by the Royal Borough of Kensington and Chelsea for providing food in winter and PPE

The grant of £ 10,000 was provided through the London Mayor's Community Spaces at Risk Fund to renovate and up- grade community spaces at the Centre.

National Lottery Community Fund ;s grant of £ 9,900 was awarded in August , 2021 , to fund work of a part time Outreach work .

Voice 4 Change's a grant of £ 10,000 was given during 2020-2021 to provide services to aimed at helping the BME elderly to build resilience against the impact of COVID -19

Power to Change had awarded a grant for the Centre to employ an Out -reach worker to facilitate recovery of local community during and following the Covid 19 pandemic .

The grant of £ 46,879 was provided by National Lotteries community fund contributed mainly to the staffing costs of catering and care support staff

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2022 are represented by			
Tangible fixed assets	4,188	63,080	67,268
Current assets	220,612	8,744	229,356
Creditors: amounts falling due within one year	(34,283)	0	(34,283)
	190,517	71,824	262,341

15 Pensions

The Centre makes a 5% contribution towards the pensions of employees. The assets of the scheme are held separately from those of the Centre in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £4,418(2021: £4,193).

16 Related party transactions

The remuneration of key management personnel is as follows:

	2022	2021
	£	£
Aggregate compensation	21,070	30,035

PEPPER POT CENTRE

England & Wales - Charity number 297952

Accounts

Charity Registration No. 297952

Company Registration No.2178605 (England and Wales)

PEPPER POT CENTRE
MANAGEMENT COMMITTEE'S REPORT AND
INDEPENDENTLY EXAMINED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

PEPPER POT CENTRE

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Balance sheet	9
Notes to the accounts	10-18

THE BOARD OF TRUSTEES REPORT

The Board of Trustees presents its report and independently examined financial statements for the year ended 31 March 2021 which are also prepared to meet the requirements for a Directors' Report and Accounts for the Companies Act purposes.

Reference and Administrative Information

Charity Name: Pepper Pot Centre

Charity Registration No: 297952

Company Registration No: 2178605

Registered office and operational address:

1A Thorpe Close, London W105XL

Board of Trustees

Howard Jeffrey – Chair

Miss Doreen Weatherhead – Co-opted

Julie Mills – Co-opted

Ferdinand Maxwell – User representative

Harold Roach – User representative

Jules Walter

Yvonne Allison

Company Secretary Julie Mills

Manager

Zenawi Tadesse – Manager

Independent Examiner

Angela Ktistakis ACA FCCA

GMAK Chartered Accountants:

511 Vernon Yard, London, W11 2DX

Bankers

HSBC Plc

25 Notting Hill Gate, London, W113JJ

Structure, Governance and Management

Governing Document

The organisation is a charitable Company limited by guarantee, incorporated on 14 October 1987 and registered with the Charity Commission on 16 December 1987. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed by its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.00.

Appointment and Recruitment of the Board of Trustees

A third of the Board of Trustees retires at each Annual General Meeting but retiring members are available for re-election, though they cannot serve more than 6 consecutive years without a break. The members of the Board of Trustees may co-opt up to two additional members. The Board also includes up to three user representatives elected by the Centre Users. Members are recruited as skills gaps are identified and this is undertaken by advertising and networking.

Risk Management

The Board of Trustees has continued to undertake review of the major risks to which the charity is exposed. Where appropriate, systems have been established to mitigate the risks the charity faces. The Board has developed a robust business plan, which contains funding strategies for the various activities and projects. Internal control risks are minimized by the implementation of procedures for authorization of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients to the Centre. The Centre also has policies to safeguard vulnerable adults.

Organisational Structure

The Board of Trustees for the purposes of company law operated during the year with eight members. Meetings have been held regularly to direct, oversee and assess the administration of the company and to consider opportunities for fundraising.

The staff team includes a full time Manager, part time Head Chef, 4 part time Care Assistants, one part-time receptionist, a part time cook, one cleaner, one casual Driver, one care taker, 2 agency staff, and assisted by a team of several volunteers across the financial year.

Related Parties

There are no related parties to the Charity other than the trustees and key management personnel.

Public Benefit

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the Charity Commission's general guidance on public benefit, 'charities and public benefit'. The charity's objectives and achievements are set out below.

Objectives and Activities

Pepper Pot Centre's objectives are to provide facilities and social care to meet the needs of elderly people suffering from depression, discrimination, loneliness, frailty, and isolation. We also aim to improve quality of life of our members and enhance their independence. The majority of our clientele come from African and Caribbean backgrounds aged 50 and upwards living in the Royal Borough of Kensington and Chelsea and surrounding Boroughs. The Centre is non-political and non-sectarian. In this context, although the Centre caters mainly for African and Caribbean persons, this is not exclusively so. In this regard, the Centre is also used by other hard to reach black and minority ethnic groups such as the Eritreans, Moroccans, Somalis, Sudanese as well as being open to all other ethnic groups.

Whilst the delivery of people-centered and culturally-specific day opportunities for older people remains a key vision for the Centre, the trustees are looking forward to making the Centre more accessible to a wider range of groups regardless of their age, disability, gender, race, religion or cultural heritage. In addition, the vision of the Centre is for it to become a Centre of excellence in readiness for healthy ageing, lifelong learning and empowering all over 50's to actively take charge of their own development in all areas of their lives.

Our main activities include:

Since the lockdown throughout the year following pandemic, the PPC has worked extremely hard to organize its small staff and volunteers to cook, pack and deliver up to 40 hot meals through its Meals On wheels service to locally house bound elderly high-risk members. In addition the Centre has been instrumental in providing and delivering everyday household items such as soaps, food washing up liquids, their medicines etc

Achievements and Performance

PPC staff, volunteers and PPC Management Committee members kept in touch with users, their families and carers regularly each week by phone and emails. A thriving Zoom project was established to support the housebound members. A Whats- App group was also established, and face-time and other non -physical contact means were employed. This was particularly helpful and important for those housebound elderly and those suffering from Long Term health conditions such as cancer, prostate issues, stroke, diabetes, lung health issues and other LTC issues.

PPC staff and volunteers undertook tasks such as reading from books, chatting to lonely elderly users and generally providing them with information and reassurance about COVID-19 and what safety measures that they could easily implement. This proved to be extremely useful. It was a key role of PPC staff, volunteers and trustees to guide, counsel and coach members who had become depressed, to come out of their depression, anxiety and fear. The maintenance of preserving good mental health and preventing dementia, depression, anxiety was a key function of the PPC.

Given the numbers of COVID-19 deaths amongst the BME communities in Kensington and Chelsea, PPC spent lots of time liaising with members, their families and carers as well as with officers from the Local Authority with the intention of providing support and advice to the different groups as required.

PPC has also been liaised with its users who demonstrated signs of COVID-19 symptoms and who requested PPC's help in communicating with GP's, hospitals, carers with a view to giving the PPC users effective and timely advice on health and safety and navigating them through any anti-discriminatory issues that arose from time to time. At the same time PPC was able to signpost users to appropriate agencies as required

Financial Review

The accounts for the year show a net deficit on unrestricted funds of £31,221 and total unrestricted funds carried forward at 31st March 2021 of £ 158,935 Restricted funds carried forward at the year-end comprised fixed and current assets which totaled £139,371

The Board of Trustees strives to maintain a prudent level of reserves, adequate to ensure the continued operation of the organization.

Principal Funding Sources

The company operates within the terms of a funding and service level agreement with the Royal Borough of Kensington and Chelsea who underwrites 60% of our annual costs. In addition, the Centre received continued funding from the NottingHill Methodist Church, Kensington and Chelsea Social council and London Mayor's CSAR Fund. During the year funding bodies such as K & C Foundation, London Community Response Fund, National Lotteries Community Fund helped the Centre to provide hot meals through its Meals On wheels Service to elderly house-bound elderly members. The grants received from Power To Change and Voice 4 Change have enabled us to help the our members to build resilience against the impact of Covid 19,

We would also like to take this opportunity to record our thanks to all of our funders and supporters.

Board of Trustees Responsibilities

Company law requires the Board of Trustees of Pepper Pot to prepare accounts for the financial year, which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of the surplus or deficit for that period. In preparing those financial statements, the Board of Trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently:
- Make judgments and estimates that are reasonable and prudent:
- Prepare the accounts on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board of Trustees is also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to ensure that these accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out at the beginning of this report.

Independent Examiner

The Board of Trustees have decided to take advantage of the audit exemption provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011, Angela Ktistakis ACA FCCA of GMAK Chartered Accountants has been appointed as independent examiner for the year and she has indicated her willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved and signed by the Board of Trustees on 19/12/2021 and signed on its behalf by:

Howard Jeffrey, MBE

Chair of the Board of Trustees

A handwritten signature in black ink, appearing to read 'H Jeffrey', is written over the printed name and title.

PEPPER POT CENTRE
INDEPENDENT EXAMINER'S REPORT
TO THE MANAGEMENT COMMITTEE OF PEPPER POT CENTRE

I report to the Charity Management Committee on my examination of the accounts of the Pepper Pot Centre for the year ended 31 March 2021

Responsibilities and basis of Report

As the Management Committee of the company (and also 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).

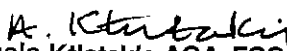
Having been satisfied that the accounts of the company are not required to be audited under Pt. 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried under S. 145 of the Charities Act 2011 (the 2011 Act).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

Independent examiner's statement

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 company as required by S. 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of S. 396 of the Companies Act 2006 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 to enable a proper understanding of the accounts to be reached.


Angela Ktistakis ACA, FCCA
GMAK Chartered Accountants

5/7 Vernon Yard
London W11 2DX

Dated: 23 Dec. 2021

PEPPER POT CENTRE

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

		-----2021-----			-----2020-----		
	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Unrestricted Funds	Restricted Funds	Total 2020
		£	£	£	£	£	£
Incoming Resources							
Voluntary Income & core grants		113,858		113,858	113,292	0	113,292
Investment – Interest receivable		100		100	372	0	372
Grants in furtherance of the Charitable activities		0	82,356	82,356		14,257	14,257
Incoming resources from charitable activities		2,978		2,978	59,884	0	59,884
Total Incoming resources	3 & 4	116,936	82,356	199,292	173,548	14,257	187,805
Resources Expended							
Cost of raising funds		16,408	0	16,408	12,444	0	12,444
Charitable activities		73,910	121,773	195,683	98,742	103,032	201,774
Total Resources expended		90,318	121,773	212,091	111,186	103,032	214,218
Net (outgoing) / incoming resources before transfers		26,618	(39,417)	(12,799)	62,362	(88,775)	(26,413)
Transfers between funds		(57,839)	57,839	0	(55,802)	55,802	0
Net income (expenditure) for the year		(31,221)	18,422	(12,799)	6,560	(32,973)	(26,413)
Funds balances as at Brought forward		190,156	120,949	311,105	183,596	153,922	337,518
Funds balances carried forward		£158,935	£139,371	£298,306	£190,156	£120,949	£311,105

PEPPER POT CENTRE BALANCE SHEET

AS AT 31 MARCH 2021

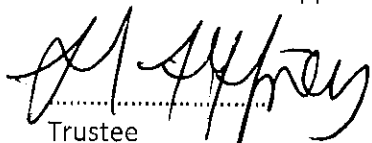
	Notes	2021 £	£	£	2020 £
Fixed assets					
Tangible assets	8		96,070		122,121
Current assets					
Debtors & prepayments	10	4,765		8,888	
Cash at bank and in hand		<u>209,933</u>		<u>193,140</u>	
		214,698		202,028	
Creditors: amounts falling due within					
One year	11	<u>(12,462)</u>		<u>(13,044)</u>	
Net current assets			<u>202,236</u>		<u>188,984</u>
Total assets less current liabilities			<u>£298,306</u>		<u>£311,105</u>
Income funds					
Restricted funds			139,371		190,156
Unrestricted funds			<u>158,935</u>		<u>120,949</u>
			<u>£298,306</u>		<u>£311,105</u>

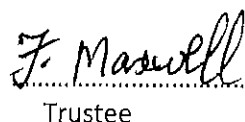
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 for the year ended 31 March 2021. No member of the company has deposited a Notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and its application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board on 19/12/2021


Trustee


Trustee

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

1 Accounting policies

Charity Information: The Pepper Pot Centre is a private company Limited by Guarantee Incorporated in England and Wales. The registered address is 1A, Thorpe Road, London W10 5XL.

1.1 Accounting convention

The accounts have been prepared in accordance with the Company's constitution and applicable accounting standards, the "Accounting and Reporting by Charities Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Companies Act 2006 and the requirements of the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" and the Companies Act 2006. The Company is a Public benefit entity as defined by FRS102.

The company had 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 accounts are prepared in sterling which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

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

1.2 Going Concern

At the time of approving accounts, 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 going concern basis of accounting in preparing the accounts

1.3 Incoming resources

Donated services and gifts in kind were not considered to be material and have therefore not been included in these accounts.

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.4 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities, they have been allocated on a basis consistent with the use of these sources.

The amount charged to cost of raising funds in the accounts is based on the amount of staff time attributable to this activity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

**PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Fixed assets are capitalized only if they have a value of £1,000 or above. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	25 years over the term of the lease from 27 th September 1999
Fixtures, fittings & equipment	25% straight line
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognized in net income/ (expenditure) for the year.

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.6 Pensions

The charity makes a 5% contribution towards the pensions of employees. Some members of staff contribute to a stakeholder pension. This amount is deducted from their salaries and paid over to the pension provider by the Day Centre.

1.7 Accumulated funds

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

Restricted funds are subject to specific restrictions by donors, which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

1.8 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.

1.9 Financial Instruments

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

1.10 Employee benefits

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Critical accounting estimates and judgments

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

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

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

3 Income received in furtherance of charitable activities

Unrestricted	2021 £	2020 £
RBK&C Core grant	111,000	111,000
Grants in furtherance of the Charitable Activities	-	
Voluntary Income –(Donations, fundraising etc)	2,858	2,292
Income from charitable activities (Day Care services meals services, membership, outings etc)	2,978	59,884
Investment Interest	100	372
Total Income: Unrestricted Funds	£116,936	£173,548

Restricted	2021 £	2020 £
RBK&C : Project funding (Well Being Therapy Project-formerly known as Massage Therapy Project : Project	5,770	5,757
Grants in furtherance of the Charitable Activities	-	
: Notting Hill Methodist Church	6,000	6,000
: Westway Community Trust (Art Project)	0	2,500
: K & C Foundation (Wave 1)	4,992	-
: London Community Foundation (WAVE 3)	8,762	
: Mayors Community Spaces at Risk Fund	10,000	
: National Lotteries Fund	6,782	
: RBK& C- Winter food grant	6,050	
: VOICE 4 CHANGE (BAME COVID 19)	10,000	
:Power to Change (COVID 19 OUTREACH)	24,000	
Total Income: Restricted Funds	£ 82,356	£ 14,257

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

5 Support costs

	Support costs £	Governance Costs £	2021 £	2020 £
Staff costs	23,795		23,705	25,715
Premises	11,660		11,660	13,451
Office and administration	13,785		13,785	3,683
Depreciation	4,720		4,720	
Trustees expenses		835	835	113
Independent Examination fees		5,300	5,300	6,300
TOTAL COSTS	£42,818	£6,135	£48,953	£52,470

6 Management Committee

None of the trustees or any person connected with them received any remuneration during the year.
 One member of Management Committee was reimbursed £835 for travel expenses incurred on the Charity's business (£113 in 2020)

7 Number of employees

The average monthly number of full-time equivalent employees during the year was:

	2021	2020
Administration	1	1
Care and Kitchen Staff	5	5
	6	6

Employment costs

	2021	2020
Wages and salaries	89,772	85,742
Social security costs	-	677
Agency Staffing costs	300	12,008
Pension costs	4,193	6,838
	94,265	105,265

There are no employees whose annual emoluments were £ 60,000 or more.

8 Taxation

The Company is registered charity and exempt from taxation under Sections 466 to 493 of the Corporation Tax Act 2010

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

9 Tangible fixed assets

	Land & buildings	Plant & Machinery	Fixtures, Fittings & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2020	654,172	36,660	112,266		811,098
Additions	0	0	2,934	8,000	2,934
Disposals	0	0	0	0	0
At 31 March 2021	654,172	36,660	115,200	8,000	814,032
At 1 April 2020	536,052	36,660	112,265	4,000	688,977
Charge for the year	26,252		733	2,000	28,985
At 31 March 2021	562,304	36,660	112,998	6,000	717,962
Net book value					
At 31 March 2021	91,868	0	2,202	2,000	96,070
At 31 March 2020	118,120	0	1	4,000	122,121

10 Financial Instruments

	2021 £	2020 £
Carrying amount of financial assets		
Debt Instruments measured at amortised cost	4,765	8,888
Carrying amount of financial Liabilities		
Measured at amortised cost	12,462	13,044

11 Debtors

	2021 £	2020 £
Operating debtors & prepayments	4,765	8,888
	4,765	8,888

Creditors: amounts falling due within one-year

	2021 £	2020 £
Bank overdraft	766	2,885
Taxes and social security costs	1,072	1,072
Accruals	10,624	11,971
	12,462	13,044

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

13 Restricted funds: Movements In Funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

2020/2021	Balance at 1 April 2020	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
Building fund	115,584		(26,252)		89,332
Older people Healthy Living Project		6,000	(35,802)	29,802	0
Core It System Project	1,288		(1,288)		0
Grenfell support project	3,695				3,695
West way community Project (Arts Project)	382				382
Wellbeing Therapy project (Previously Massage Therapy Project)	0	5,770	(8,995)	3,225	0
Mayor 's Fund CSAR	0	10,000			10,000
K & C Foundation –WAVE 1		4,992	(11,419)	6,427	0
RBK& C- Winter Food project	0	6,050	(2,615)	2,615	6,050
London Community Response Fund –WAVE 3	0	8,762	(14,551)	5,789	0
National Lotteries Community Fund (Coronavirus Community Support fund)	0	6,782	(11,820)	7,545	2,507
Power to Change Covid 19 Outreach	0	24,000	(595)		23,405
Voice To Change –BAME COVID 19	0	10,000	(8,436)	2,436	4,000
	120,949	82,356	(121,773)	57,839	139,371

	£	£	£	£	£
2019/2020	Balance at 1 April 2019	Incoming resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
Building fund	141,836		(26,252)		115,584
Older people Healthy Living Project		6,000	(61,802)	55,802	0
Core IT System Project	2,892		(1,604)		1,288
Grenfell support project	8,139		(4,444)		3,695
West way community Project (Arts Project)		2,500	(2,118)		382
Massage Therapy project	1,055	5,757	(6,812)		0
	153,922	14,257	(103,033)	55,802	120,949

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

The building fund comprises the finance received for the building which is reduced annually by the related depreciation.

The Older People Healthy Living project focuses on providing a range of activities both within and outside the Centre for its more active members, although the health promotion is for both active and frail elders. The year's £55,802 deficit on the activities was met by a transfer from unrestricted funds.

Core IT system project – the upgrade of old PPC ICT system and hardware had been funded by a one off grant of £6,000 received from the Corporate Services Business Group of RBK&C in an earlier year.

Grenfell Support Project has been funded through a one-off grant from The Tudor Trust – London funders.

Community Art project has been funded by the Westway Trust Community Investments for Small grants.

The Massage Therapy Project, funded by the Kensington and Chelsea Social Council, provides health benefits through therapeutic massage sessions. During 2020-2021 the massage services had to be discontinued due to pandemic but the funding was continued for the Centre to provide support services to the housebound elderly members within the community.

WINTER Food Grant was awarded by the ROYAL Borough of Kensington and Chelsea for providing food in winter and PPE.

The grant of £10,000 has been provided through the London Mayor's Community Spaces at Risk Fund to renovate and up-grade community spaces at the Centre.

Grants received from the Kensington & Chelsea Foundation, Community Response Fund, and National Lotteries Coronavirus Community Support Fund have enabled the Pepper Pot Centre to provide hot meals on wheels service to housebound elderly members following the closure of the Centre for whole of 2020-2021.

Voice 4 Change has given a grant of £10,000 to provide services aimed at helping the BME elderly to build resilience against the impact of COVID-19.

Power to Change has awarded a grant for the Centre to employ an Out-reach worker to facilitate recovery of local community during and following the Covid 19 pandemic.

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2021 are represented by			
Tangible fixed assets	4,202	91,868	96,070
Current assets	167,194	47,503	214,697
Creditors: amounts falling due within one year	(12,461)	0	(12,461)
	158,935	139,371	298,306

15 Pensions

The Centre makes a 5% contribution towards the pensions of employees. The assets of the scheme are held separately from those of the Centre in an independently administered fund.

The charge to income and expenditure in respect of defined contribution schemes was £4,193 (2020: £4,090).

PEPPER POT CENTRE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

16 Related party transactions

The remuneration of key management personnel is as follows:

	2021	2020
	£	£
Aggregate compensation	30,035	34,120