

Charity number: 800684
Company number: 02223863

Ealing And Hounslow Community Voluntary Service

(A company limited by guarantee)

Trustees' report and financial statements For the year ended 31 March 2021

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

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Legal and administrative information

For the year ended 31 March 2021

Charity number 800684

Company registration number 02223863 (England and Wales)

Business and Registered office address West Ealing Library
Melbourne Avenue
West Ealing
London W13 9BT

Trustees	Graham Kelly	Chair	
	Ann Jacklin	Vice-Chair	
	Anthony Ansell	Treasurer	
	Balvinder Chahal		
	Yuusuf Guuled		
	Cathy Simeon		
	Guljabeen Rahman		Resigned on 13 July 2021
	Anthony Brooks		
	Nazim Shah		Appointed on 12/01/2021
	Debbie Brenner		Appointed on 09/03/2021

Company secretary Gurpreet Rana

Auditors Levy + Partners Limited
Chartered Accountants and Statutory Auditors
7-8 Ritz Parade
Western Avenue
London W5 3RA

Bankers CAF Bank Ltd
Kings Hill
West Malling
Kent
ME16 4TA

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Chairperson's Statement

For the year ended 31 March 2021

Sitting down to write this annual Chair's report has given me cause to reflect on the extraordinary year that we had between April 2020 and March 2021. When that financial year began, we were just becoming familiar with the terms "coronavirus" and "Covid 19". We were in only the second week of the first lockdown and were yet to realise the full scale of the drama, upheaval and tragedies that were to unfold.

I want to pay tribute therefore to the determination and creativity shown by our staff and volunteers for that the way they kept EHCVS running effectively despite the unprecedented challenges involved, and I know that there were similar achievements across the local VCS network. I also want to offer my sincere condolences to all of those in the local VCS network who have lost family members, staff, volunteers, trustees or service users in the course of this pandemic.

In last year's Chair's report, I announced that we were undertaking a constitutional review of our Memorandum & Articles. This is something that the organisation had done approximately every ten years since its inception in order to keep our constitution up-to-date. During 2020-2021 we had confirmation from the Charities Commission that our proposed changes had been accepted, and we are now working under the new Memorandum & Articles.

Right at the start of the first lockdown we left our long-term office space at the Lido Centre and moved into West Ealing Library, which we now run as a Community Library. The first year in our new home has been a strange one, with staff not being able to move into their new offices until the summer of 2021 - about 15 months after we left Lido Centre. The objective of developing West Ealing Library into a vibrant community hub is now one of our main priorities.

The past year or so has seen the departure of a number of staff and Trustees, some of whom will be known to those reading this report. Barbara Tilley left us just before the end of 2020, having been Interim Managing Director for two eventful years. More recently Samantha Stotland left the organisation having run our Ealing Volunteer Centre for nearly 10 years. We wish them all the very best of luck in the future.

We are delighted to have had new people join our organisation and I'd like to take this opportunity to welcome Julie Emig as our Community Hub Manager for West Ealing Library where she is being assisted by Daniel Mephram and Rachel Bangera De Souza.

In terms of Trustees we have welcomed Debbie Brenner and Nazim Shah to our board, which I feel is currently as strong as it has been in my time as a Trustee.

Of all the new appointments in the last year or so the most significant has, of course, been the appointment of Gurpreet Rana to the position of Chief Executive. Gurpreet has been with us for some years and knows the organisation very well, and is respected by all staff, volunteers, Trustees and key stakeholders. I'm certain she will do a wonderful job for us in the years to come.

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Chairperson's Statement

For the year ended 31 March 2021

Finally, I would like to say a big Thank You to our Treasurer Tony Ansell, who has worked tirelessly for EHCVS in recent times, playing a leading role not only on financial matters, but also in terms of preparation for running West Ealing Library, our constitutional review, our annual Risk Register, and many other matters. Voluntary and community organisations rely on the likes of Tony and our other hard-working Trustees who give up their time without remuneration.



Graham Kelly Chair - Trustee

Date: 16 November 2021

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

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 2021. 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 2015).

Objectives and Activities

Objectives and aims

- to promote any charitable purpose for the benefit of the community in the LBE and surrounding areas and in particular, the advancement of education, the furtherance of health and the relief of poverty, distress and sickness; and
- to promote and organise co-operation in the achievement of the above purposes or any of them and to that end, but without prejudice to the generality of the foregoing, bring together in council representatives of other charities, voluntary bodies and statutory authorities engaged in the furtherance of the above purposes or any of them within the area of benefit.

Ealing and Hounslow CVS (EHCVS) is increasingly delivering services through consortia arrangements and partnerships. In these cases, EHCVS acts as the formal lead accountable body and has an overall funding agreement in place. Individual voluntary organisations who are part of the consortia then receive payments from EHCVS to deliver specific elements of the project concerned, in all cases subject to (a) signed detailed Service Level Agreements and (b) submission of regular monitoring reports.

Achivement and Performance

Public benefit

In planning and reviewing our activities, the trustees have given careful consideration whether they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

EHCVS core services, funding and good practice information and advice, volunteer recruitment and training are available to all voluntary and community groups in the London Boroughs of Ealing and Hounslow free of charge. In this way we indirectly provide public benefit to all sections of the community including ethnic minority groups, people with disabilities, older people and children/young people and many thousands of local residents who benefit from services provided by groups we support.

Our successful programme of fundraising will continue in 2021/22. It is important that we continue to improve our competitiveness, and to further diversify the range of funders we work with. We are keen to conduct more preparatory scoping and strategic partnerships.

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

Overview of Ealing and Hounslow CVS activity during financial year 2020-2021

Support to the voluntary sector Ealing and Hounslow

The COVID 19 pandemic coincided with the start of the 20/21 financial year, so as an organisation we, like other VCSOs needed to quickly adapt. We went from frontline to online delivery using tools such as Zoom, Teams, Skype and Whats App video calls to continue to support groups on a one-to-one as well as group basis.

Statutory service providers such as Ealing and Hounslow Councils and NWL CCG relied on a robust VCSE sector to support the vulnerable and to connect with local community support throughout the COVID 19 pandemic. The infrastructure project helped to coordinate this support effectively.

The voluntary sector support service has gone from strength to strength over the last 12 months, we have been extremely busy supporting a range of groups through the initial crisis and the after effects of operating in the sector. A key focus has been on training to ensure that as many member groups are ready and robust to deal with challenges ahead of the pandemic. Using Zoom, we were also able to continue to deliver successful training sessions which saw an increase in attendance from groups due to the convenience of not needing to travel.

The increased capacity of Ealing and Hounslow VCSE groups to successfully bid for funding and meet their service users' needs was essential during the Covid 19 pandemic. VCSE groups became crucial in supporting Ealing and Hounslow communities through this crisis period. We were also successful in obtaining funding from Hounslow Council to increase the digital support for VCSE groups, as COVID 19 required groups to work remotely and deliver more of their services online.

For Hounslow we:

- * Delivered training to 141 Hounslow VCSE Groups
- * Supported 32 Hounslow groups to set up and become registered charities, constituted groups or Community Interest Companies.
- * Coached 30 groups on recruiting volunteers and the role of Chair and Treasurer and to develop a business plan and organisational health check.
- * Delivered 45 training/workshop sessions open to a range of different VCS groups in Hounslow, allowing delegates to improve on their skills and knowledge which they can use to develop their organisation. Over 300 delegates attended these sessions.

For Ealing we:

- * Supported 15 new groups so they could set themselves up as constituted/registered charities who are explicitly working with BMER and recent immigrants communities.
- * Delivered 40 training/workshop sessions open to a range of different VCS groups in Ealing, enabling delegates to improve on their skills and knowledge which they can use to develop their organisation. Over 345 delegates attended these sessions.
- * Supported over 210 individuals with one to one support with funding or development advice.

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

Volunteering and Social Action

Ealing

COVID changed the landscape for volunteering as many people were shielding or reluctant to be in a public setting, yet more people than ever needed support. The Ealing and Hounslow Volunteer Centre supported organisations by keeping up to date on regulations and promoting volunteer roles to provide pandemic-related support, particularly volunteering that could be done remotely.

COVID was a learning curve for everyone, but volunteering was possible as long as organisations and volunteers followed all government guidelines. Residents were able to access a wide range of local volunteering and social action opportunities to support the vulnerable and at the same time improve their own wellbeing.

We also offered advice and support to groups particularly effected by COVID, such as the BAME community. This took the shape of a weekly forum - CACHE (Connect Against Covid Help Everyone) which supported Hounslow groups too. A wide amount of support information was shared including communications to help increase vaccine take-up.

Hounslow

We offered a similar service to resident and groups in Hounslow by keeping everyone updated on regulations and promoting volunteering, particularly needed for the vaccine rollout. The locations and requirements for volunteers changed regularly and Covid marshals were needed at short notice.

In total we helped Hounslow Council recruit more than 250 COVID specific volunteers for wide range of opportunities.

West Ealing Community Managed Library

Just before COVID hit, EHCVS had been awarded management of West Ealing Library. Although the doors to our new home remained closed during COVID, the library provided essential Census support to resident who were digitally excluded. Much planning also took place during this period to ensure the Library would act as a valuable community resource as soon as we were able to open our doors to the general public.

Our vision for the West Ealing Community Library was to create a community hub that aids local people to lead healthier, happier and better-connected lives, underpinned through the promotion of community work and the opportunities to get involved, participate, volunteer, learn and improve social community cohesion in residents.

This vision aligns with Ealing's programme to "protect access to community services and improve community outcomes". We aim to help Ealing achieve this ambition by bringing services together within the Community Managed Library, such as the volunteer centre and partners from local VCS groups.

By EHCVS bringing together accessible services within the local neighbourhood, we can assist with Ealing's priorities, such as offering residents the opportunity to be active (volunteering), reduce poverty, increase incomes, and promote a strong community that supports diversity.

By maximising the building capacity, we have been able to invite groups to deliver services for the location. We have used the library's base to launch and plan new services across EHCVS and deliver them via the library itself. Working with Ealing Council, we have saved the library from closure. We have learnt of the vital need for a community space in West Ealing that bring together services and users alike to build back the community after the pandemic.

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For the year ended 31 March 2021

Safeguarding Training -Ealing

The necessity for Safeguarding also came into greater focus during COVID as reports of Domestic Violence increased rapidly during lockdown. Support for Domestic Violence has been offered through our Recovery Hub (more details follow) but throughout the pandemic EHCVS continued to deliver essential Child Safeguarding training. This too would prove to be essential considering the context of home schooling during the pandemic with schools not reopening until March 2021.

This was delivered to more than 40 VCSE groups in Ealing and represent over 600 staff and volunteers being trained.

Ealing Safeguarding Forum continued to meet online throughout the year and brought together speakers from different organisations who facilitate talks and sessions regarding the safeguarding context.

Housing and Campaigning

The plight of overcrowded housing was highlighted during the COVID pandemic with BAME families in cramped social housing and multi generational households being badly effected. Overcrowded housing provided the ideal opportunity for the virus to spread and increased the impact of COVID on disadvantaged communities.

The Housing Campaigning project supports BAME and other vulnerable residents in Ealing and Hounslow by strengthening their voice in relation to housing. The project increases knowledge of housing processes and ability to campaign for better housing.

During 2020/21, we worked closely with BAME groups as well as tenants and residents associations providing them with training to increase their confidence and legal knowledge of housing issues. Our approach has been collaborative and educational through the quarterly Community Advisory Board meetings which Council staff, local MPs and Councillors.

Engagement between disadvantaged and BAME groups and decision-makers has increased, particularly in Ealing, where these connections have been desperately needed. The project has connected the public sector to a range of small groups campaigning in housing. The public sector has become more aware of these voices and is taking note to widen its listening field.

Networks

Hounslow Voice Network

The Voice Network launched in 2020 during the COVID 19 pandemic which meant that events had to be run online using Zoom instead of face-to-face. We learnt that it was possible to successfully run engagement events online. We also benefitted from an increase in attendance at our events as attendees did not have to spend time and money travelling to venues.

The Voice Network has been a central platform creating an open, collaborative space for the sector and local authority colleagues to engage. The network has gone even further and hosted three very successful LBH events and developed the equality advisory strand for Hounslow Council. The network also successfully partnered with LBH to engage the VCSE sector in its COVID recovery programme, with over 40 themed engagement and workshop sessions delivered.

Local VCS groups were empowered to collectively support each other by creating open and friendly networking opportunities. There were also increased opportunities to network and collaborate with other VCS groups and with statutory partners. Statutory service providers such as LBH and Hounslow CCG presented to VCS groups at engagement events enabling them to collect valuable feedback as part of their policy development processes.

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

The Hounslow Voice Network appealed to a wide range of VCS organisations and better equipped them to respond to the changing and emerging needs of the Borough. It brought together local VCSE organisations to provide a compelling, collective community voice in Hounslow.

Youth Local Network (Hounslow & Hillingdon)

The primary objective of the Hounslow and Hillingdon Youth Local Network is to provide support to youth organisations and projects through: capacity building, fundraising advice, group development, networking opportunities and one-on-one problem-solving surgeries. Young people have been particularly badly affected by the Covid-19 pandemic, so the launch of this project couldn't have been more timely.

Hillingdon and Hounslow Youth Local Network supported 280 youth groups working with young people with 1-2-1 sessions and funding advice and training and support on 30 different young people themes.

Training specifically aimed for youth groups was offered through the network on several topics, including developing a business plan, writing suitable funding applications, and using online research tools. Local VCSE groups working with young people were empowered to collectively support each other through the provision of open and friendly networking opportunities. Opportunities were created for groups to engage with statutory service providers when developing policies to support young people.

Frontline Support

Help Through Crisis - Rescue & Advice Hub

Help Through Crisis is a project set in foodbanks across Ealing and supports people facing hardship. Clients are supported to resolve the issues causing hardship and encouraged to put in place solutions to help them become resilient and avoid future crisis. The project began in 2016 and continued online throughout the pandemic. This was challenging as it was harder to engage and support clients without being face-to-face. However Help Through Crisis continued to provide essential support to people facing adversity during the pandemic.

The Rescue Hub, based in West Ealing library, builds on the support that help Through Crisis offers. It is a one stop support service for residents likely to endure a short-term crisis and was planned and first set up during 2020/21. The Recovery Hub offers a range of specialist tailored support services through our partnerships with local organisations and Ealing Council. Our planned programme of activity has brought external resource providers into one central location to provide two tiers of support for those experiencing crisis. The Rescue & Advice Hub' has widened the catchment of potential service users and we have mobilised a range of service providers to cover:

- . Domestic violence and abuse
- . Specialist housing advocacy for disabled clients suffering from mental health
- . Counselling and wellbeing support
- . Employment advice support
- . Immigration and nationality issues
- . Adult Education and Skills

Key Achievements 2020/21

- . Registered 1,400 people to support people and groups who needed additional support during the COVID pandemic
- . Supported the COVID vaccination rollout by referring 150+ volunteers to Hounslow Council, CCG and NHS COVID vaccine hesitancy was very high in the Borough
- . Helped gained external funding for VCSE Groups in Ealing totally £700,000
- . Help gain external funding for VCSE Groups in Hounslow totally £600,000

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

- Delivered one to one support for 132 Hounslow groups with funding or development advice
- Delivered training to 450 + Ealing VCSE Groups
- Received 5,289 visits to the volunteering area of the EHCVS website

Financial review

Reserve policy

Introduction

The Charity Commission recognises the need for charities to hold sufficient reserves to secure their viability beyond the immediate future and to protect themselves against future uncertainties. It recommends that charities should be able to demonstrate, by reference to the charity's current position and future prospects, why holding a particular level of reserves is right for the charity at the present time. Responsibility for establishing an appropriate reserves policy lies with the trustees of the charity.

The charity's reserves are allocated to three different types of fund in its financial statements:

Restricted funds

These funds relate to unspent money from grants and other incoming sources where the funder has specified what the money must be spent on and the trustees do not have the power to use the funds for other purposes.

Unrestricted funds

These funds relate to unspent money from grants and other incoming sources where the funder has not specified what the money should be spent on thereby granting the trustees full control to spend on general activities which further the objectives of the charity.

Designated funds

Trustees, at their discretion, may earmark part of unrestricted funds for specific activities, for example replacement of office equipment, without restricting or committing the funds in a legal sense. The designation may be cancelled by the trustees if they later decide that the charity does not need these funds for a specified purpose.

The following relates to the level of unrestricted funds, including designated funds, needed by the charity:

Reasons for reserves

Unrestricted reserves may be needed to provide cover and security in the following events:

- any salary, administration, accommodation and support costs, without which the charity could not function, in the event of a loss of or reduction in funding;
- any notice and redundancy costs should it be necessary to reduce core staffing levels, or if project staff cannot be redeployed when funding comes to an end;
- any working capital when funding is delayed or paid in arrears;
- any deficits arising on restricted funds;
- any unbudgeted events such as sickness, maternity leave, recruitment to fill existing posts, unexpected replacement of capital items; and
- any other risks and unforeseen expenditure which may arise that are beyond the charity's control and cannot be met from existing income.

Policy and procedures

The Board of Trustees has reviewed the level of reserves needed by the charity and agreed that:

- the charity should aim to hold unrestricted reserves which are sufficient to ensure an orderly wind-up process;

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

- likely net cash flow levels will be monitored for at least six months ahead to ensure that EHCVS has adequate reserves to remain in operation;
- should this be at risk, early steps will be taken to reduce expenses and to generate unrestricted income and, if appropriate, activities will be commenced to ensure an orderly wind-up of the charity;
- the level of unrestricted reserves should not exceed 25% of the charity's total annual expenses. Should reserves significantly exceed this level the Board will draw up a future plan to use any additional reserves to invest in development of the charity and long-term sustainability; and
- a summary of this reserves policy and a statement regarding the current level of reserves will be included in the charity's Annual Report, as required by the Charity Commission's SORP (Statement of Recommended Practice)

Reserves review

The level of reserves will be reviewed annually by the Board of Trustees, and charity's financial position will be monitored by the Board on a quarterly basis (unless financial circumstances require a more urgent change).

Principal funding sources

EHCVS principal funding sources are mainly derived from charitable trusts and statutory bodies by way of grants.

Financial position

EHCVS's total income showed a decrease from £712,555 in 2019/20 to £652,202 in 2020/21.

EHCVS's total expenditure showed a decrease from £584,074 in 2019/20 to £496,280 in 2020/21.

A full breakdown of the movement in funds by project is given in the notes to the accounts.

Structure, Governance and Management

Governing document

Ealing and Hounslow Community Voluntary Service (EHCVS) is a company limited by guarantee without share capital, as defined by the Companies Act 2006. The company is governed by its Memorandum and Articles of Association, originally adopted by special resolution dated 24 February 1988. The Memorandum and Articles of Association have since been amended and the latest governing document has been adopted by special resolution dated 24 September 2009. The company is registered as a charity, dated 15 June 1989, with the Charity Commission.

The company has no share capital, but in the event of the company winding up, the members have undertaken to contribute a sum not exceeding £10 to the assets of the company. Trustees are not members as individuals and therefore do not hold guarantees.

Recruitment, appointment, induction and training of new trustees

The Board of Trustees (Board) comprise a maximum of 14 trustees. Of these, a maximum of 9 trustees are elected by full members of the charity, and a maximum of 5 may be co-opted, having regard to their relevant qualifications and skills. One third of the elected trustees retire by rotation at each annual general meeting and may offer themselves for re-election. The appointments of co-opted trustees are reviewed annually by the Board. The Board is expected to meet six times a year.

New trustees are given an induction by the Chair and are provided with an information pack outlining EHCVS's activities. In addition, new trustees are invited to visit EHCVS's offices for a meeting with the Chief Executive and introduction to staff. There are two Trustee Development Days and a Staff/Trustee Away day each year for training, planning and evaluation. The Board considers the trustee, staff and volunteer skills and training needs. There is a small budget for trustee training, allowing trustees to attend relevant conferences or seminars.

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Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2021

Organisational structure

The Board is responsible for the overall management and direction of the charity. The Board take all major financial, organisational and policy decisions. The Board meetings receive regular project progress reports and quarterly financial management reports. The Board agrees an annual Action Plan (setting priorities for the year ahead) and receives an annual Performance report (reporting achievements on the previous year). The Board agrees all new staff posts and receives copies of annual appraisal reports on each member of staff.

Day to day management and operational issues (including approval of purchase orders and invoices) are delegated to the Chief Executive.

Staff

Charity staff at 31 March 2021 were as follows:

Gurpreet Rana	-	Chief Executive Officer
Syed Arif	-	Senior Development Service Manager
Julie Emig	-	Volunteering and Community Development Manager
Jane Medici	-	Digital Capacity Building Support Officer
Tobias Cray	-	Project Officer
Daniel Mephram	-	Projects Co-ordinator
Nyoka Lewis	-	Funding and Group Development Officer
Iain Elliot	-	Funding and Group Development Officer
Parule Basu-Barua	-	Hounslow Volunteer Co-ordinator and Safeguarding Lead (Ealing)
Whitley St Luce-Frederick	-	Hounslow Volunteer Co-ordinator (currently on maternity leave)
Samantha Stotland	-	Ealing Volunteer Co-ordinator

Wider network

The trustees maintain a network of contacts in the London Borough of Ealing (LBE) and surrounding areas through the delivery of various services, projects and programmes. In addition, a wider network of contacts are made through membership, consortia arrangements and partnerships in the aforementioned areas.

At 31 March 2021, EHCVS had an enrolled membership of 204 (2020: 204) voluntary and community organisations and groups.

Risk management

EHCVS has a formal Risk Assessment analysis which is reviewed annually by trustees. This covers financial, staffing, management and operational risks. This year's review was approved by the Board in July 2021 and a copy is available on request.

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Independent auditor's report to the members of Ealing And Hounslow Community Voluntary Service

For the year ended 31 March 2021

Opinion

We have audited the financial statements of Ealing And Hounslow Community Voluntary Service for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice)".

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information; we are required to report that fact.

We have nothing to report in this regard.

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For the year ended 31 March 2021

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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For the year ended 31 March 2021

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Discussion with the management of known instances of non-compliance with laws and regulations.
- Understanding of management's internal control designed to prevent irregularities.
- Design audit procedures around testing of expenses.
- Testing transactions entered outside of the normal course of the business.
- Identifying and testing of journals entries.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities This description forms part of our auditor's report.

Use of our report

'This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed'.

Arvind Joshi FCA CTA DChA (Senior Statutory Auditor)
For and on behalf of Levy + Partners Limited
Chartered Accountants and Statutory Auditors
7-8 Ritz Parade
Western Avenue
London
W5 3RA

Date: 16 November 2021

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Income from:					
<u>Charitable activities:</u>	3				
- Community development		15,799	271,501	287,300	204,474
- Funding and group development		81,500	107,610	189,110	168,680
- Partnership development		-	175,051	175,051	244,596
- Training and learning		660	-	660	94,529
Investment income	4	81	-	81	276
Total income		<u>98,040</u>	<u>554,162</u>	<u>652,202</u>	<u>712,555</u>
Expenditure on					
<u>Charitable activities:</u>	5				
- Community development		5,327	228,552	233,879	172,373
- Funding and group development		48,663	73,432	122,095	117,102
- Partnership development		1,200	139,106	140,306	226,925
- Training and learning		-	-	-	67,674
Total expenditure		<u>55,190</u>	<u>441,090</u>	<u>496,280</u>	<u>584,074</u>
Net income for the year		<u>42,850</u>	<u>113,072</u>	<u>155,922</u>	<u>128,481</u>
Total funds brought forward		<u>101,248</u>	<u>147,732</u>	<u>248,980</u>	<u>120,499</u>
Total funds carried forward		<u>144,098</u>	<u>260,804</u>	<u>404,902</u>	<u>248,980</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 18 to 27 form an integral part of these financial statements.

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Balance sheet

As at 31 March 2021

	Notes	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	8		22,615		-
Current assets					
Debtors	9	5,836		33,366	
Cash at bank and in hand		507,183		274,393	
		513,019		307,759	
Creditors: amounts falling due within one year	10	(130,732)		(58,779)	
Net current assets			382,287		248,980
Net assets			404,902		248,980
The funds of the charity:	15				
Restricted income funds			260,804		147,732
Unrestricted income funds			144,098		101,248
Total charity funds			404,902		248,980

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 16 November 2021 and signed on its behalf by


Graham Kelly Chair - Trustee


Anthony Ansell Treasurer - Trustee

Company number: 02223863

The notes on pages 18 to 27 form an integral part of these financial statements.

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Cash flow statement

for the year ended 31 March 2021

	2021	2020
Notes	£	£
Net incoming resources for the year	155,922	128,481
Adjustments for:		
Income from investments	(81)	(276)
Depreciation and impairment	4,060	-
(Increase)/Decrease in debtors	27,530	42,196
Increase/(Decrease) in creditors	71,953	(49,841)
Net cash inflow from operating activities	<u>259,384</u>	<u>120,560</u>
Returns on investments and servicing of finance	81	276
Capital expenditure	(26,675)	-
Increase in cash in the year	<u>232,790</u>	<u>120,836</u>
Reconciliation of net cash flow to movement in net funds		
Increase in cash in the year	232,790	120,836
Net funds at 1 April 2020	<u>274,393</u>	<u>153,557</u>
Net funds at 31 March 2021	<u>507,183</u>	<u>274,393</u>

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

1. Company information

Ealing And Hounslow Community Voluntary Service is a public benefit entity registered as charity in England and Wales and a company limited by guarantee. It was incorporated on 24 February 1988 (company number 02223863) and registered as a charity on 15 June 1989 (charity number 800684)

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £10 each.

The registered office of the charity is: The Lido Centre, 63 Mattock Lane, West Ealing, London, W13 9LA.

2. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

2.1. Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Charities Act 2011.

2.2. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management and support costs.

Transfer are made from unrestricted to restricted funds to cover any overspends on restricted projects during the year where the cost will not be met by the funder. Transfers between restricted funds and from restricted to unrestricted funds are made with the permission of the funder.

2.3. Income Recognition

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income from the charity shop is included in the year in which it is receivable.

Income from investments is included in the year in which it is receivable.

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

2.4. Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs include the management of the charitable company's assets, central, non-project and organisational management and compliance with constitutional and statutory requirements.

2.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	-	25% per annum reducing balance basis
Office Partitioning	-	Straight line over 6 years

Ealing And Hounslow Community Voluntary Service
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Notes to the financial statements

For the year ended 31 March 2021

2.6. Defined benefit pension schemes

The charity operates a defined benefit pension scheme for employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

Current service costs, past service costs and gains and losses on settlements and curtailments are charged to appropriate resources expended categories in the statement of financial activities. Past service costs are recognised over the vesting period or immediately if the benefits have vested. When a settlement (eliminating all obligations for benefits already accrued) or a curtailment (reducing future obligations as a result of a material reduction in the scheme membership or a reduction in future entitlement) occurs, the obligation and related plan assets are remeasured using current actuarial assumptions and the resultant gain or loss is recognised in the statement of financial activities during the period in which the settlement or curtailment occurs.

The interest cost and the expected return on assets are shown as a net amount as other finance costs or income. Net pension finance costs are allocated to appropriate resources expended categories in the statement of financial activities. Net pension finance income is recognised as an incoming resource in the statement of financial activities. Actuarial gains and losses are recognised immediately as other recognised gains and losses in the statement of financial activities.

Pension scheme assets are valued at fair value at the balance sheet date. Fair value is based on market price information and in the case of quoted securities is the published bid price. Pension scheme liabilities are measured on an actuarial basis using the projected unit method and are discounted to their present value using a rate equivalent to the current rate of return on a high quality corporate bond of equivalent currency and term to the scheme liabilities. The pension scheme [Either: "surplus (to the extent that it can be recovered) OR "deficit"] is recognised in full on the balance sheet, net of related deferred tax.

2.7. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Section 478 of the Corporation Tax Act 2010. Accordingly, there is no taxation charge in these accounts.

2.8. Going Concern

The accounts have been prepared on the assumption that the Charity is able to carry on its activities as a going concern, which the trustees consider appropriate having regard to the circumstances.

The Board of Trustees have given due consideration to the working capital and cash flow requirements of Ealing And Hounslow Community Voluntary Service and consider the current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing the financial statements.

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

3. Income from charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Community development	15,799	271,501	287,300	204,474
Funding and group development	81,500	107,610	189,110	168,680
Partnership development	-	175,051	175,051	244,596
Training and learning	660	-	660	94,529
	<u>97,959</u>	<u>554,162</u>	<u>652,121</u>	<u>712,279</u>

3.1 Grant received included in the above are as follows:

	2021 Total £	2020 Total £
London Borough of Ealing	149,000	121,750
London Borough of Hounslow	154,558	140,115
Big Lottery Fund	134,753	230,290
City Bridge Trust	17,500	42,500
Greater London Authority	42,850	29,400
Home Office EU Settlement Scheme	48,234	145,724
Pathways	-	2,500
London Community Foundation	32,267	-
Trust For London	55,000	-
Others	17,959	-
	<u>652,121</u>	<u>712,279</u>

3.2 Summary of grants received

	2021 Total £	2020 Total £
Government institutions and local authorities	412,142	481,989
Charity, voluntary and community organisations	239,979	230,290
	<u>652,121</u>	<u>712,279</u>

4. Investment income

	Unrestricted funds £	2021 Total £	2020 Total £
Bank interest received	81	81	276
	<u>81</u>	<u>81</u>	<u>276</u>

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

5. Charitable activities costs

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Community development	5,327	228,552	233,879	172,373
Funding and group development	48,663	73,432	122,095	117,102
Partnership development	1,200	139,106	140,306	226,925
Training and learning	-	-	-	67,674
	<u>55,190</u>	<u>441,090</u>	<u>496,280</u>	<u>584,074</u>

	2021 Total £	2020 Total £
5.1 Project payments to charitable, voluntary and community organisations		
Afghan Academy International	-	500
Ealing Law Centre	25,381	41,934
West London Equality Centre	43,923	81,470
Groundwork London	-	5,000
Horn of Africa Disability and Elderly Association	-	500
Hounslow Multi-Cultural Centre	-	500
Mind in Ealing and Hounslow	-	24,521
SWAT	-	1,000
Poles in Need UK	-	500
Riana Development Foundation Network	-	500
Somali Advice and Development Centre	-	500
Tamil Community Centre	-	500
United Anglo Caribbean Society	-	500
Gosad	-	500
Iraqi Association	-	500
Ilyas	-	500
Sikh Welfare and Awareness Team	-	500
Ease	500	1,000
Value You	500	2,000
Each Counselling and Support	2,000	-
Hillingdon Autistic Care and Support	2,000	-
Spark	2,000	-
Heston West Big Local	2,000	-
	<u>78,304</u>	<u>162,925</u>

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

	2021	2020
	Total	Total
	£	£
5.2 Detailed charitable activities costs		
Salaries , Social Security and Pension Costs	334,983	248,880
Consultancy fees / agency staff costs	2,675	59,561
Occupancy	6,432	54,812
Postage, printing, telephone and office costs	6,099	6,057
Staff and volunteers expenses	256	3,650
Organised events and training	5,399	10,698
Partnership payments	78,304	162,925
Publicity and advertising	4,498	4,773
Staff recruitment	136	797
Staff redundancy costs	-	1,135
Computers development costs	31,787	7,082
Subscription and licence	1,807	558
Financial, legal and audit	18,864	18,708
Governance costs	981	4,438
Depreciation of fixed assets	4,059	-
	<u>496,280</u>	<u>584,074</u>

6. Trustees' Remuneration and Benefits

The trustees received no remunerations or other benefits during the year (2020: Nil).

No trustees received payment for professional or other services supplied to the charity.

The trustees were able to use services used generally by beneficiaries and members of the charity.

Trustees' expenses

No trustees received reimbursements of expenses during the year (2020: Nil).

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

7. Staff costs

	2021	2020
	£	£
Salaries and wages	301,300	223,673
Social security costs	25,937	18,498
Pension contributions	7,746	6,709
	<u>334,983</u>	<u>248,880</u>

7.1 The average monthly number of employees (full time equivalent) during the year was as follows:

	2021	2020
	Number	Number
Community development	6	3
Funding and group development	3	2
Partnership development	1	2
Training and learning	0	1
	<u>10.00</u>	<u>8.00</u>

No employee earned more than £60,000 per annum during the current and prior years.

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

8. Tangible fixed assets

	Fixtures, fittings and equipment £	Total £
Cost		
At 1 April 2020	36,909	36,909
Additions	26,675	26,675
At 31 March 2021	63,585	63,585
Depreciation		
At 1 April 2020	36,909	36,909
Charge for the year	4,059	4,059
At 31 March 2021	40,968	40,968
Net book values		
At 31 March 2021	22,617	22,617
At 31 March 2020	0	0

9. Debtors

	2021 £	2020 £
Trade debtors	3,150	31,184
Other debtors	709	-
Prepayments	1,977	2,182
	5,836	33,366

Ealing And Hounslow Community Voluntary Service
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Notes to the financial statements

For the year ended 31 March 2021

**10. Creditors: amounts falling due
within one year**

	2021	2020
	£	£
Trade creditors	10,876	17,427
Other creditors	-	1,441
Accruals and deferred income	119,856	39,911
	<u>130,732</u>	<u>58,779</u>

Included within Accruals and Deferred Income is deferred income of £108,981 (2020: £19,423). Deferred income relates to funds received in advance from Ealing Mental Health Forum £3,000, Ealing Crisis Navigator Project £39,746, Good Things Foundation £980, London Borough of Hounslow Digital and IT Capacity Building Programme £11,760, London Community Foundation £4,995, Trust For London £27,500 and GLA Young Londoners Foundation £21,000 to be expended in the 2021/2022 financial year.

11. Related party transactions

There are no related party transactions during the year.

12. APB Ethical Standard - Provision available for small entities

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

13. Company limited by guarantee

Ealing And Hounslow Community Voluntary Service is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up, for payments of the debts and liabilities of the company, such amount as may be required, not exceeding £10.

14. Ultimate Controlling Party

The charitable company is controlled by its members as a group and consequently there is no single ultimate controlling party.

Ealing And Hounslow Community Voluntary Service
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2021

15 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2021 as represented by:			
Tangible fixed assets	22,615	-	22,615
Current assets	252,215	260,804	513,019
Current liabilities	(130,732)	-	(130,732)
	<u>144,098</u>	<u>260,804</u>	<u>404,902</u>

16. Unrestricted funds

At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
<u>101,248</u>	<u>98,040</u>	<u>(55,190)</u>	<u>144,098</u>

17. Restricted funds

At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
<u>147,732</u>	<u>554,162</u>	<u>(441,090)</u>	<u>260,804</u>

18. Post balance sheet events

The charity has entered into a rental lease from 1 April 2020 with an annual rent of £13,000.