

# **Ealing And Hounslow Community Voluntary Service**

(A company limited by guarantee)

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## **Trustees' report and financial statements For the year ended 31 March 2022**

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

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**Ealing And Hounslow Community Voluntary Service**  
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**Legal and administrative information**

**For the year ended 31 March 2022**

<b>Charity number</b>	800684
<b>Company registration number</b>	02223863 (England and Wales)
<b>Business and Registered office address</b>	West Ealing Library Melbourne Avenue West Ealing London W13 9BT
<b>Trustees</b>	Graham Kelly Chair Ann Jacklin Vice-Chair Anthony Ansell Treasurer Balvinder Chahal Yuusuf Guuled Anthony Brooks Nazim Shah Debbie Brenner
<b>Company secretary</b>	Gurpreet Rana
<b>Auditors</b>	Levy + Partners Limited Chartered Accountants and Statutory Auditors 7-8 Ritz Parade Western Avenue London W5 3RA
<b>Bankers</b>	CAF Bank Ltd Kings Hill West Mallong Kent ME16 4TA

**Ealing And Hounslow Community Voluntary Service**  
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**Chairperson's Statement**

**For the year ended 31 March 2022**

The year 2021-2022 was when society gradually began to return to "the new normal" following the massive disruption arising from the coronavirus pandemic over the previous 15 months. One of Ealing & Hounslow CVS's significant challenges was opening services at our new home in West Ealing Library, which had been largely closed to staff and the public during the previous financial year. I'm delighted that much has been achieved in this first year. We deliver successful services to the local community and provide a valuable community hub used by various groups.

Due to careful management EHCVS emerged from the coronavirus lockdowns in a strong financial position. We have strengthened relationships with key funders thanks to our focus on reliability and high-quality service delivery. After an extended period with an interim Managing Director, we now have a full-time Chief Executive - Gurpreet Rana. These factors are strongly connected and give us reason to be confident that we will thrive as an organisation in the foreseeable future.

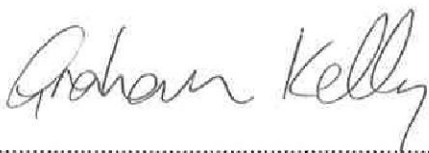
The Board of Trustees operated very effectively during this financial year, though Cathy Simeon and Guljabeen Rahman left the board due to changes in personal circumstances. We wish them well, and we continue to search for new Trustees who can add knowledge and experience to the board. We are seeking to increase the number of Hounslow based Trustees.

Recruitment and retention of staff have been a major challenge since the reopening of the economy after Covid related restrictions. The reasons for this have been well-documented elsewhere, and the problem affects employers across the private, public, and voluntary sectors. The consequences for EHCVS have been delays in starting new projects due to recruitment difficulties and pressure on our managers, who are effectively in a position of permanent recruitment activity.

Our priorities in the medium term include the following:

- Recruitment and retention to achieve more appropriate staffing levels than we currently have
- Engagement with volunteers, particularly to encourage those who may be nervous about volunteering in the post Covid era
- Protecting and enhancing our reputation as a reliable partner and deliverer of high-quality services for our funders, our partners, and those organisations for which we provide advice and support
- Increased use of digital methods in service delivery
- Increasing our partnership work, particularly by leading consortia on bids which can bring income to smaller VCS organisations

In the years prior to 2021-2022, EHCVS faced a range of significant pressures and has overcome those challenges to the extent that we now have great optimism about the future. This has been achieved thanks to the talents, hard work and commitment shown by our Staff, Volunteers and Trustees - for which they deserve great credit and my personal thanks.



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**Graham Kelly Chair - Trustee**

**Date: 15 November 2022**



**Ealing And Hounslow Community Voluntary Service**  
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**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

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 2022. 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 2022**

**Overview of Ealing and Hounslow CVS activity during financial year 2021-2022**

Project/ Programme Name	<b>Ealing Infrastructure Project</b>
Name of Funder	London Borough of Ealing
Objective	To support VCSE groups in Ealing through capacity building, group development support, support with funding applications and free training.
Targets Achieved 2021/22	<ul style="list-style-type: none"> <li>- External funding brought in for Ealing Voluntary Community Sector Enterprise (VCSE) groups- £800,000</li> <li>- Seventy groups received 1-1 group development sessions</li> <li>- Training delivered to 480 VCSE Groups</li> <li>- Ten groups supported setting up registered charities</li> <li>- Fifteen groups received 1-1 coaching and peer support as part of the new 'Ealing VCSE Coaching' programme</li> <li>- There were fifteen training sessions to broaden the focus to encompass key skills that VCS managers and directors should have. 250 senior managers/ directors have received training</li> </ul> <p>Hosted a year-round Meet the Funder event, which took place online. We invited and hosted</p> <ol style="list-style-type: none"> <li>1. The West Ealing Grants Programme Workshop</li> <li>2. Fat Beehive foundation</li> <li>3. Lloyd's Bank Foundation</li> <li>4. Ealing small grants</li> <li>5. Jack Petchey foundation</li> <li>6. Trust for London workshop</li> <li>7. Future Ealing Fund Crowdfunding Workshop</li> <li>8. National Lottery community fund Workshop</li> <li>9. The freshwater foundation</li> </ol> <p>With a total of 324 attendees over nine events, this was very well received by the VCSE organisations.</p>
	<p><b>Safeguarding Service</b></p> <p>Increased awareness of the safeguarding health check and risk assessment, especially as many of the small groups we have worked with actively engaged with potentially marginalised and isolated service users. We have also sought to highlight the additional sensitivities around safeguarding through the pandemic and focused on analysing organisation risk on lifting the lockdown.</p> <p>This service has benefited the sector, making it easier for Ealing VCSE groups to apply for funding and meet the needs of service users. A similar approach has continued to be essential coming out of the COVID-19 pandemic, as the role of the VCSE remains crucial in supporting Ealing communities coming out of the crisis.</p>

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**For the year ended 31 March 2022**

	<p>We have continued to support grassroots and smaller organisations in Ealing as they transition out of the pandemic. Integrating digital tools such as Zoom into the service has increased the ability of grassroots and smaller organisations to access our support.</p> <p>We have worked closely with statutory and public sectors to facilitate effective partnerships and co-production methods. We ran a weekly online meeting for BAME groups regularly attended by public sector reps to engage with these communities on strategy development and broader engagement activity.</p>
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Project/ Programme Name	<b>Hounslow Infrastructure Project</b>
Name of Funder	London Borough of Hounslow
Objective	To support VCSE groups in Hounslow through capacity building, group development support, support with funding applications and free training.
Targets Achieved 2021/22	<p>The voluntary sector support service has gone from strength to strength over the last 12 months, supporting a range of groups through the initial crisis and the after-effects of operating during the COVID-19 pandemic the sector. Training has remained a key focus throughout the pandemic to ensure that as many groups as possible are prepared to handle challenges.</p> <ul style="list-style-type: none"> <li>- Supported Hounslow Voluntary Community Sector Enterprise (VCSE) groups to bring in external funding of £1,920,862</li> <li>- 103 groups received one-to-one support for fundraising activities and income generation</li> <li>- Training delivered to 292 VCSE Groups</li> <li>- Fifteen groups supported set up as registered charities, constituted groups or Community Interest Companies</li> <li>- Twenty-one groups received an organisational health check and follow-up support</li> <li>- Delivered 30 training/workshop sessions open to a range of different VCS groups in Hounslow, allowing reps to improve their skills and knowledge, which they can use to develop their organisation. 415 Reps attended these sessions</li> </ul> <p>We continue to maintain accurate information on VCS groups in Hounslow. After data cleaning, we now have 701 VCS groups on our database that receive our weekly e-news and updates.</p> <p>We are currently producing weekly comprehensive online Hounslow News and Funding News, which goes out to all VCS groups and statutory organisations on our database, with 825 subscribers.</p> <p>Funding and service delivery capacity improvements for Hounslow VCSE groups. Following the COVID-19 pandemic, the role of the VCSE has continued to be crucial in supporting Hounslow communities.</p> <p>Statutory service providers such as LBH and Hounslow CCG relied on a robust VCSE sector to support vulnerable and hard-to-reach Hounslow communities coming out of the COVID-19 pandemic.</p>

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**For the year ended 31 March 2022**

	<p>We have continued to learn lessons from the COVID-19 pandemic, essentially delivering the Hounslow infrastructure project remotely using tools such as Zoom, Skype and mobile phones to support groups on a one-to-one basis.</p> <p>Using Zoom, we continue to be able to deliver successful training sessions. Offering training sessions online also benefits attendees as they do not have to spend time travelling to attend the sessions.</p>
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<b>Project/ Programme Name</b>	<b>Hounslow and Hillingdon Local Youth Network</b>
<b>Name of Funder</b>	Greater London Authority (GLA)
<b>Objective</b>	<p>The primary objective of the Hounslow and Hillingdon Youth Local Network is to provide support to youth organisations and projects through:</p> <ul style="list-style-type: none"> <li>- Building capacity, fundraising advice, group development, networking opportunities, and one-on-one problem-solving</li> <li>- We are becoming a vehicle to attract substantial external funding to expand the long-term suitability of the youth sector in Hounslow and Hillingdon</li> </ul>
<b>Targets Achieved 2021/22</b>	<p>Our planned activity programme has included training for groups in social media, funders workshops and quarterly meetings with the Hounslow Council Adolescents service.</p> <p>We have also started regular meetings between the Woodbridge Park Education service and a small group of VCSE organisations serving the Hounslow area. We have been gathering online to create a Hounslow-wide coalition of charitable organisations and social enterprises. The meetings enable the more effective coordination of all the excellent work that is going on in the Borough, focused on steering children and young people away from criminality, violence and gang activity.</p>

<b>Project/ Programme Name</b>	<b>Help Through Crisis Rescue Advice Hub</b>
<b>Name of Funder</b>	The National Lottery: Reaching Communities
<b>Objective</b>	<ul style="list-style-type: none"> <li>- People who have experienced hardship crises are better able to improve their circumstances</li> <li>- People who are at high risk of experiencing hardship crisis are better able to plan for the future</li> <li>- Organisations are better able to support people to effectively tackle hardship due to sharing learning and evidence</li> <li>- Those experiencing or at high risk of experiencing hardship crisis have a stronger, more collective voice to better respond to their issues</li> </ul>
<b>Targets Achieved 2021/22</b>	<p>Our planned activity programme 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.</p> <p>We have mobilised a range of service providers to cover this.</p>

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**For the year ended 31 March 2022**

	<ul style="list-style-type: none"> <li>- Domestic violence and abuse</li> <li>- Housing advocacy for disabled clients who have a mental illness.</li> <li>- Counselling and wellbeing support</li> <li>- Health support</li> <li>- Employment advice support</li> <li>- Immigration and nationality issues</li> <li>- Adult Education and Skills</li> </ul> <p>The project's Hub Model has created higher levels of collaboration between services by allowing services to work alongside one another. Working with Ealing Council, we have been able to offer an access point to their services.</p> <p>Our learning so far has shown that the nature of the crisis has changed. There is a need to build confidence and focus on measurable outcomes for services user that are more fluid.</p>
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Project/ Programme Name	<b>West Ealing Community Managed Library</b>
Name of Funder	London Borough of Ealing
Objective	<p>Our vision for the newly launched West Ealing Community Library is to create a community hub that aids residents to lead healthier, happier and better-connected lives. Promoting community work and providing opportunities for residents to get involved, volunteer, learn, and improve social community cohesion.</p> <p>This vision aligns with Ealing's programme to "protect access to community services and improve community outcomes". Our desire will help Ealing to achieve this ambition by bringing services together within the CML, such as the volunteer centre and partners from local VCS groups.</p> <p>By EHCVS bringing accessible services within the local neighbourhood, we can assist with more of Ealing's priorities, for example, offering residents the opportunity to be active (volunteering), reduce poverty, increase incomes, and promote a strong community that supports diversity.</p>
Targets Achieved 2021/22	<p>We formally opened the library in July 2021 and are now in our second year running the service. In doing so, we have successfully recruited a team of 40 volunteers from the community to manage the service. In addition, we have created additional projects and value-added services in the library space, ranging from digital champions assisting residents to children's activities and volunteering engagement.</p> <p>The library is on course to increase opening hours in the coming year. Interest in the library from the local community has been positive, with many service providers looking to now base their services at the library ranging from adult education to NHS.</p>

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**For the year ended 31 March 2022**

	<p>The sector has benefited through the maximisation of the building capacity. We have been able to invite groups to deliver services for the location. We are supporting small groups to become more sustainable.</p> <p>We have learnt the vital need for a community space In West Ealing that brings together services and users to build back the community after the pandemic.</p>
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Project/ Programme Name	<b>CACHE Network</b>
Name of Funder	London Community Foundation & London Borough of Ealing
Objective	<p>The grant was used to run a network for BAME VCS groups in Ealing, Hounslow and Hillingdon to support each other through the COVID-19 pandemic. We ran weekly networking sessions on ZOOM for 26 weeks, each lasting one and half hours. The sessions covered various topics and included regular updates from Ealing and Hounslow CVS staff to promote our services to groups and regularly update them on funding opportunities, training sessions available, support in recruiting volunteers and help with digital tools.</p> <p>The network meetings also allowed the statutory sector to engage with BAME communities. There were regular presentations from speakers from local councils and the NHS who wanted to communicate key health messages. There were also presentations from other VCS groups and service providers.</p> <p>Topics covered included vaccine hesitancy, mental wellbeing and social isolation. As well as presentations and updates, the network meetings are intended to be participatory, enabling people to tell their stories and share tips on best practices. Attendees were very optimistic about the meetings' interactive nature and the opportunity for peer learning.</p>
Targets Achieved 2021/22	<p>The network increased collaboration between groups by providing a platform for them to build long-term relationships and find opportunities for partnership working. Group reps were able to share key information about how they delivered their services during the pandemic, and helped to build trust between the groups attending. Consequently, this enabled the effective best practice to be disseminated and shared across groups supporting diverse BAME communities in Ealing, Hounslow and Hillingdon. The network meetings allowed new information to be exchanged on topics such as reducing vaccine hesitancy in BAME communities, mental health and social isolation.</p> <p>The network was also a platform which enabled engagement between VCS groups and the statutory sector with regular presentations from NHS officers and Council officers from both Ealing and Hounslow. The initiative has allowed the statutory sector to communicate critical messages to hard-to-reach BAME communities through VCS groups, who have ensured better cascading of information to their service users as trusted sources of information.</p>



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**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

How does the sector benefit	Ealing and Hounslow CVS could also use the network to promote our services to groups and regularly update them on funding opportunities, training sessions available, support in recruiting volunteers and help with digital tools.
How did it help the public sector (if relevant)	<p>The network has enabled increased levels of collaboration between BAME VCS groups within the boroughs of Ealing, Hounslow and Hillingdon and across boroughs. The network has seen partnerships develop between VCS reps from different boroughs who would not have met each other before the COVID-19 pandemic. Because the network meetings were held every week, this enabled relationships between VCS reps to develop; building such strong connections between VCS reps is crucial to creating strong partnership working in the future.</p> <p>The network has facilitated the sharing of good practices between groups, which will continue to increase the effectiveness of groups in coping with the continually evolving demands brought about by COVID-19. The network has highlighted the benefits and importance of informal networking. We will continue to enable this type of activity in the future, both in online sessions and face-to-face meetings. The participatory nature of the network meetings allowed people to speak and tell their stories; this is an element we will continue to incorporate in our future work supporting BAME VCS groups.</p> <p>The most challenging element was maintaining a high attendance rate for a weekly network meeting. We supported 25 group reps per meeting attendance by successfully promoting the network to BAME VCS groups through our communication channels. These included our weekly Ealing eNew, which has 793 subscribers and our Hounslow eNews, which has 856 subscribers. We also promoted the meetings in our Hounslow Digital eNews to 1200 subscribers. In addition to using social media accounts with 1,700 followers and our website, which has 19,000 users per month. We used weekly feedback from attendees to schedule topics they wanted to discuss to meet the participants' changing needs and ensure they wanted to attend.</p>

Project/ Programme Name	<b>Violence Reduction Unit Capacity Building to Support Incident Response in the Community</b>
Name of Funder	The Mayor's Office for Policing And Crime (MOPAC) & London Borough of Hounslow

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Objective	<p>There has been a noticeable increase in violent crime, including serious youth violence linked to group offending and exploitation in the west of the Borough covering five wards. Three of the wards that represent the area of focus have the highest rate of violent crimes across the Borough (from May to July 2021). Together they make up 28% of all violent crimes in Hounslow. This part of Hounslow borders Richmond Upon Thames, and both boroughs are currently dealing with cross-boundary contextual safeguarding concerns. As a result of this, regular cross-borough partnership meetings are taking place. The Weekly Violence Tasking Meeting discussed this part of the Borough as a priority tasking location for the West Area Basic Command Unit.</p> <p>The capacity-building activities in the locality will focus on the following:</p> <ul style="list-style-type: none"> <li>- Developing the safer communities' area-based approach</li> <li>- Engaging children and young people</li> <li>- We are creating opportunities to develop groups supporting and working with African and Caribbean communities</li> </ul> <p>Developing the safer communities' area-based approach</p> <p>In March 2021, Hounslow agreed to its new Safer Communities Strategy 2021-2024, which focuses on adopting a public health approach and implementing an area-based approach, working with communities. We will use the funding to create opportunities for local communities to join regularly. This will allow communities to discuss areas of concern. We will support them in co-design, and co-delivery crime reduction initiatives, including how to best respond to incidents that adversely affect their neighbourhoods.</p>
Targets Achieved 2021/22	<ul style="list-style-type: none"> <li>- Five sessions of introduction to safer community volunteering have been delivered and attended by 60 residents. A further 100 residents have been engaged with over volunteers week/ months of community and summer of culture</li> <li>- 3 VCS groups are receiving ongoing support and training to develop their safer communities approach for their organisation</li> <li>- As we entered the first part of the second quarter, we saw the early challenges around the engagement of residents towards safer communities volunteering. There is some hesitation; however, we anticipate overcoming this through more focused local partnerships with various organisations and targeted outreach to residents</li> </ul> <p>Through selection and screening, we have recruited two VCSE groups, and an additional third will begin receiving one-to-one support in adopting a safer community approach and building a community resilience mindset. ILLAYS, Feltham Community Chaplaincy and Warriors Basketball.</p> <p><b>Outcome One</b></p> <ul style="list-style-type: none"> <li>- presented two sessions of the resident's rights network to groups and residents engaged in housing-related concerns in Hounslow</li> </ul>



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**For the year ended 31 March 2022**

	<ul style="list-style-type: none"> <li>- Engaged Community Safety Map launch in July</li> <li>- Two community meetings have been arranged for August and September 2022</li> </ul> <p><b>Outcome Two</b></p> <ul style="list-style-type: none"> <li>- The target has been surpassed. We are supporting three groups; potentially, a further two groups are currently in the recruitment phase</li> </ul> <p><b>Outcome Three</b></p> <ul style="list-style-type: none"> <li>- We have engaged over 160 residents to encourage and support residents to take up safer community volunteering. We are also running weekly sessions in Feltham Library</li> </ul>
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<b>Project/ Programme Name</b>	<b>Digital Capacity Building</b>
<b>Name of Funder</b>	London Borough of Hounslow
<b>Objective</b>	<p>To build the IT and digital capacity of Hounslow's Voluntary and Community Sector (VCS) to better support vulnerable residents in the post-COVID-19 environment. It became apparent very quickly, at the start of the lockdown, that many community groups and organisations lacked the resource, technology and support necessary to continue delivering their services in a rapidly changing environment. Planning services to include digital capacity and future-proofing are essential for the survival of voluntary organisations.</p> <p>The project aims to support local Hounslow organisations and communities to adapt, evolve and continue to deliver very much-needed services. The project will specifically focus on the role of technology and digital enablement and providing infrastructure support to groups.</p> <p>Unprecedented challenges and additional pressures have meant organisations have had to adapt to new working methods. In some cases, they have had to suspend or shut down operations owing to a lack of support or digital capability. Our objective was to build the IT and digital capacity of Hounslow VCS groups to assist organisations to realise the opportunities that technology presents and assist them in becoming digitally enabled to continue to deliver vital services and engage vulnerable individuals and support them to improve their digital skills.</p>
<b>Targets Achieved 2021/22</b>	<p>29 training sessions were delivered over the year, including specific skills development sessions such as Microsoft Word and Excel and how to use Zoom. Sessions on social media, cyber security, and data to tell stories were delivered. Training included introducing online analytics tools such as Google and Facebook Analytics to provide feedback and support good planning and strategy development by groups.</p> <p>Outreach sessions were held alongside Community Solutions, and 1-1 support was provided to groups to look at strategy and digital tools, applications, and platforms.</p>

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	<p>73 Digital Champions were recruited, skilled experts who offered support directly to groups they were linked to and to the project. Digital Champions were interviewed, and their needs and skills were assessed online, by telephone and in person. They were then introduced to groups or invited to volunteer and support directly for the project according to their own support needs and expertise. Some became a part of the project and have continued as part of the new Re-Klaim IT Project.</p> <p>An online 'Digital Toolbox' was created and populated with helpful links to training and support for the local community, including valuable apps and free software for groups and charities. These were publicised in the monthly newsletters produced by a volunteer Digital Champion working with the project staff member.</p> <p>Through the delivery of this project, we have identified that the sector in Hounslow is still significantly underdeveloped concerning digital awareness. The project has gone a long way to bridge some early gaps connected to groups' structural challenges. However, much work is still required to address the longer-term needs of groups. With changing operational environments and the ongoing impact of the coronavirus, groups need to begin switching focus to digital as part of their strategic aims linked to their business continuity. In order to achieve this, the sector needs to be supported to move away from traditional skill sets at the trustee and volunteer level and to think in terms of the specialist skill sets around digital. We have enhanced some of the groups by placing a specialist volunteer through our work.</p> <p>The Digital Capacity Project represented EHCVS and the local community by attending and participating in digital inclusion work delivered by the Local Authority, including becoming part of the Digital Inclusion Group, Community Solutions and Hounslow Connect rollout and supporting the annual Hounslow Digital Festival.</p>
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**Report of the trustees (incorporating the directors' report)**

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Project/ Programme Name	<b>Hounslow Voice Network</b>
Name of Funder	London Borough of Hounslow
Objective	<p>Improve the voice of the sector with statutory stakeholders. Appeal to the wide range of VCS organisations and be better equipped to respond to the changing and emerging needs of the Borough.</p> <p>Focus on people, place, and partnerships.</p> <p>Bring together local VCSE organisations to provide an influential, collective community voice in Hounslow.</p>
Targets Achieved 2021/22	<p>The voice network launched in 2020 and has been a central platform creating an open, collaborative space for the sector and local authority colleagues to engage. The network has launched a new leadership strand and trustee network. The leadership strand has enabled VCSE leaders to network and participates in peer learning. The trustee network is providing more support to existing trustees in their roles.</p> <p>Local VCS groups were empowered to collectively support each other through the creation of open and friendly networking opportunities. Increased opportunities to network and collaborate with other VCS groups and statutory partners.</p> <p>Statutory service providers such as LBH and Hounslow CCG were able to present to VCS groups at engagement events enabling them to collect valuable feedback as part of their policy development processes.</p> <p>After Hounslow Voice Network was launched during the COVID-19 pandemic, we successfully continued to run engagement events online. This has increased accessibility to our events as attendees have not had to spend time and money travelling to events.</p> <p>14 partnership meetings and engagement events were held with LBH, other statutory agencies and other non-VCSE stakeholders. Topics included 'Master the art of remote and hybrid working', 'Adolescents and Children Social Care in Hounslow Partnership Working' and 'Introducing Community Solutions and One Hounslow Connect.' 191 VCS groups attended the Hounslow Voice Network.</p>

Project/ Programme Name	<b>Hounslow Volunteering and Social Action</b>
Name of Funder	London Borough of Hounslow
Objective	Offer support to local community groups and residents by providing a professional and efficient service that will empower volunteers and community groups to become more effective in serving their local communities.
Targets Achieved 2021/22	<ul style="list-style-type: none"> <li>- Effectively running a volunteering database (Volunteer Plus) supporting groups to publicise opportunities and volunteers to make enquires about volunteering roles</li> <li>- Planned for Summer of Culture events, provided draft role descriptions and arranged a training session</li> </ul>

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**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

	<ul style="list-style-type: none"> <li>- They are running drop-in support sessions at Feltham Library every Tuesday, supporting residents and groups with their volunteering needs</li> <li>- Participated in outreach sessions at Hounslow House organised by Hounslow Council. Attendance at twelve outreach sessions</li> <li>- Provided 15+ groups with draft role descriptions, which allowed them to publicise opportunities on the database</li> <li>- During this financial year, we have had 6,270 visits to the volunteering area, just under a 20% increase from the previous year</li> <li>- Successfully ran a range of different training sessions for volunteers and organisations</li> <li>- Provided skilled volunteering opportunities to staff within Hounslow Council</li> </ul> <p>As the implications of COVID are still eminent, our work has allowed the group to continue with the day-to-day running of their service and provided volunteers with the opportunity to help within their local community and regain confidence and skills needed to re-enter paid employment where desired.</p> <p>The LBH has been able to publicise/promote six opportunities via volunteer plus, which have helped with their local initiatives. Supported LBH in working on the in-house volunteering programme to get more staff volunteering.</p> <p>COVID is still affecting some local groups. However, we have been able to support many groups and volunteers throughout the volunteering process working around COVID restrictions and safety requirements. We are empowering volunteers to get back into the community.</p>
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Project/ Programme Name	<b>Ealing Volunteering and Social Action</b>
Name of Funder	London Borough of Ealing
Objective	Support Ealing's residents to access local volunteering and social action opportunities across the Borough that help improve people's wellbeing.
Targets Achieved 2021/22	<ul style="list-style-type: none"> <li>- Effectively running a volunteering database (Volunteer Plus) supporting groups to publicise opportunities and volunteers to make enquires about volunteering roles</li> <li>- We are running weekly drop-in support sessions at West Ealing Library on Wednesday and Thursday, supporting residents and groups with their volunteering needs</li> <li>- Provided 15+ groups with draft role descriptions, which allowed them to publicise opportunities on the database</li> <li>- Successfully ran a range of different training sessions for volunteers and organisations</li> <li>- Working with Ealing Community Support, ECN and LBE on an October event to recognise COVID volunteers</li> <li>- Working on Volunteering outreach at Ealing Job Centre</li> </ul>

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

**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

How does the sector benefit	As the implications of COVID are still eminent, our work has allowed the group to be able to continue with the day-to-day running of their service and provided volunteers with the opportunity to help within their local community and regain confidence and skills needed to re-enter into paid employment where desired.
What lessons did we learn	COVID is still affecting some local groups. However, we have been able to support many groups and volunteers throughout the volunteering process working around COVID restrictions and safety requirements. Empowering Volunteers to get back out into the community.

Project/ Programme Name	<b>Ealing Mental Health Forum</b>
Name of Funder	London Borough of Ealing
Objective	To improve the partnership working on mental health services in Ealing between VCS and statutory organisations and to support with signposting on local mental health support services.
Targets Achieved 2021/22	<ul style="list-style-type: none"> <li>- Ran 1 Mental Health Forum every month throughout the financial year</li> <li>- Invited a range of different speakers from mental health services in Ealing to present at the forum</li> <li>- Ealing Council staff invited to provide updates on services and projects, referral pathways</li> <li>- Promoted mental health services via the Mental Health Forum mailing list when required</li> <li>- Promoted Mental Health awareness week</li> </ul> <p>The forum has allowed VCSE groups to network, share and promote their services, projects, and events with other organisations within the Borough. This has allowed LBE to promote pathways and mental health services with local VCSE groups and connect with harder-to-reach groups.</p> <p>Mental health services are in demand because of the continued effects of COVID, so connecting VSCE groups to promote their services has been very important in supporting the increased wellbeing in the Borough.</p>

**Ealing And Hounslow Community Voluntary Service**  
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**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

**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;

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

**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

- likely net cash flow levels will be monitored for at least six months ahead to ensure that ECVS 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**

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

**Financial position**

ECVS's total income showed an increase from £652,202 in 2020/21 to £676,464 in 2021/22.

ECVS's total expenditure showed an increase from £496,280 in 2020/21 to £568,036 in 2021/22.

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

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

**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

**Structure, Governance and Management**

***Governing document***

Ealing Community and Voluntary Service (ECVS) 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 ECVS's activities. In addition, new trustees are invited to visit ECVS'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.



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

### **Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

#### **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 2022 were as follows:

Gurpreet Rana	- Chief Executive Officer
Syed Arif	- Head of Operations
Julie Emig	- Volunteering and Community Development Manager
Toby Cray	- Project Officer
Daniel Mepham	- Projects Co-ordinator
Whitley St.Luce-Frederick	- Hounslow Volunteer Officer
Andrew Dixon	- Volunteering and Social Action Co-ordinator
Nyoka Lewis	- Funding and Group Development Officer
Iain Elliott	- Funding and Group Development Officer

#### **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 2022, ECVS had an enrolled membership of 204 (2021: 204) voluntary and community organisations and groups.

#### **Risk management**

ECVS 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 September 2022 and a copy is available on request.

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

**Report of the trustees (incorporating the directors' report)**

**For the year ended 31 March 2022**

**Statement of trustees responsibilities**

The trustees (who are also the directors of Ealing Community and Voluntary Service for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

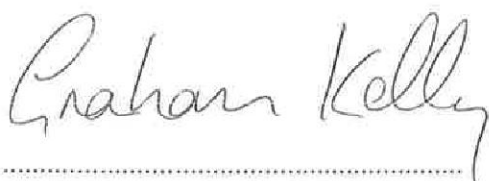
**Statement of disclosure to our auditors**

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

These financial statement were approved by the board of trustees on 15 November 2022 and are signed on their behalf by:



**Graham Kelly Chair - Trustee**

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

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

**For the year ended 31 March 2022**

**Opinion**

We have audited the financial statements of Ealing And Hounslow Community Voluntary Service for the year ended 31 March 2022 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 2022, 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.

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

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

**For the year ended 31 March 2022**

**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.

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

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

**For the year ended 31 March 2022**

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](http://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: 15 November 2022**

**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 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Income from:</b>					
Charitable activities:	3				
- Community development		37,724	236,489	274,213	287,300
- Funding and group development		83,600	144,003	227,603	189,110
- Partnership development		-	174,598	174,598	175,051
- Training and learning		-	-	-	660
Investment income	4	50	-	50	81
<b>Total income</b>		<u>121,374</u>	<u>555,090</u>	<u>676,464</u>	<u>652,202</u>
<b>Expenditure on</b>					
Charitable activities:	5				
- Community development		24,080	223,703	247,783	227,953
- Funding and group development		35,754	116,237	151,991	128,021
- Partnership development		-	168,262	168,262	140,306
- Training and learning		-	-	-	-
<b>Total expenditure</b>		<u>59,834</u>	<u>508,202</u>	<u>568,036</u>	<u>496,280</u>
<b>Net income for the year</b>		<u>61,540</u>	<u>46,888</u>	<u>108,428</u>	<u>155,922</u>
Total funds brought forward		<u>144,098</u>	<u>260,804</u>	<u>404,902</u>	<u>248,980</u>
<b>Total funds carried forward</b>		<u>205,638</u>	<u>307,692</u>	<u>513,330</u>	<u>404,902</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 27 to 36 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 2022**

	Notes	2022	2021
		£	£
<b>Fixed assets</b>			
Tangible assets	8	23,008	22,615
<b>Current assets</b>			
Debtors	9	41,497	5,836
Cash at bank and in hand		573,592	507,183
		615,089	513,019
<b>Creditors: amounts falling due within one year</b>	10	(124,767)	(130,732)
<b>Net current assets</b>		490,322	382,287
<b>Net assets</b>		513,330	404,902
<b>The funds of the charity:</b>	15		
Restricted income funds		307,692	260,804
Unrestricted income funds		205,638	144,098
<b>Total charity funds</b>		513,330	404,902

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 15 November 2022 and signed on its behalf by

  
**Graham Kelly Chair - Trustee**

  
**Anthony Ansell Treasurer - Trustee**

**Company number: 02223863**

**The notes on pages 27 to 36 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 2022**

	<b>Notes</b>	<b>2022 £</b>	<b>2021 £</b>
Net incoming resources for the year		108,428	155,922
Adjustments for:			
Income from investments		(50)	(81)
Depreciation and impairment		5,381	4,060
(Increase)/Decrease in debtors		(35,661)	27,530
Decrease in creditors		(5,967)	71,953
<b>Net cash inflow from operating activities</b>		<b>72,131</b>	<b>259,384</b>
Returns on investments and servicing of finance		50	81
Capital expenditure		(5,772)	(26,675)
<b>Increase in cash in the year</b>		<b>66,409</b>	<b>232,790</b>
<b>Reconciliation of net cash flow to movement in net funds</b>			
<b>Increase in cash in the year</b>		<b>66,409</b>	<b>232,790</b>
<b>Net funds at 1 April 2021</b>		<b>507,183</b>	<b>274,393</b>
<b>Net funds at 31 March 2022</b>		<b>573,592</b>	<b>507,183</b>



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

**Notes to the financial statements**

**For the year ended 31 March 2022**

**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: West Ealing Library, Melbourne Avenue, London, W13 9BT.

**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 2022**

**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.

**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:

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

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

**Notes to the financial statements**

**For the year ended 31 March 2022**

**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 2022**

**3. Income from charitable activities**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>2022 Total £</b>	<b>2021 Total £</b>
Community development	37,724	236,489	274,213	287,300
Funding and group development	83,600	144,003	227,603	189,110
Partnership development	-	174,598	174,598	175,051
Training and learning	-	-	-	660
	<u>121,324</u>	<u>555,090</u>	<u>676,414</u>	<u>652,121</u>

<b>3.1 Grant received included in the above are as follows:</b>	<b>2022 Total £</b>	<b>2021 Total £</b>
London Borough of Ealing	215,944	149,000
London Borough of Hounslow	165,281	154,558
Big Lottery Fund	137,598	134,753
City Bridge Trust	-	17,500
Greater London Authority	75,972	42,850
Home Office EU Settlement Scheme	-	48,234
Pathways	-	-
London Community Foundation	4,995	32,267
Trust For London	55,000	55,000
Ealing Mental Health Forum	4,000	1,000
Inspire Hounslow	3,600	1,500
The Census Project -Good Things Foundation	4,900	-
Others	9,124	15,459
	<u>676,414</u>	<u>652,121</u>

<b>3.2 Summary of grants received</b>	<b>2022 Total £</b>	<b>2021 Total £</b>
Government institutions and local authorities	457,197	412,142
Charity, voluntary and community organisations	219,217	239,979
	<u>676,414</u>	<u>652,121</u>

**Ealing And Hounslow Community Voluntary Service**  
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**Notes to the financial statements**

**For the year ended 31 March 2022**

**4. Investment income**

	<b>Unrestricted funds £</b>	<b>2022 Total £</b>	<b>2021 Total £</b>
Bank interest received	50	50	81
	<u>50</u>	<u>50</u>	<u>81</u>

**5. Charitable activities costs**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>2022 Total £</b>	<b>2021 Total £</b>
Community development	24,080	223,703	247,783	227,953
Funding and group development	35,754	116,237	151,991	128,021
Partnership development	-	168,262	168,262	140,306
Training and learning	-	-	-	-
	<u>59,834</u>	<u>508,202</u>	<u>568,036</u>	<u>496,280</u>

	<b>2022 Total £</b>	<b>2021 Total £</b>
<b>5.1 Project payments to charitable, voluntary and community organisations</b>		
Ealing Law Centre	32,542	25,381
West London Equality Centre	32,542	43,923
Ease	-	500
Value You	-	500
Each Counselling and Support	4,150	2,000
Hillingdon Autistic Care and Support	4,150	2,000
Spark	4,150	2,000
Berkeley Academy Heston West Big Local	4,350	2,000
	<u>81,884</u>	<u>78,304</u>

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**Notes to the financial statements**

**For the year ended 31 March 2022**

	<b>2022</b>	<b>2021</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>5.2 Detailed charitable activities costs</b>		
Salaries , Social Security and Pension Costs	364,703	334,983
Consultancy fees / agency staff costs	9,069	2,675
Occupancy	34,418	6,432
Postage, printing, telephone and office costs	5,898	6,099
Staff and volunteers expenses	3,276	256
Organised events and training	14,949	5,399
Partnership payments	81,884	78,304
Publicity and advertising	532	4,498
Staff recruitment	1,428	136
Computers development costs	17,783	31,787
Subscription and licence	4,693	1,807
Financial, legal and audit	23,864	18,864
Governance costs	158	981
Depreciation of fixed assets	5,381	4,059
	<u>568,036</u>	<u>496,280</u>

**6. Trustees' Remuneration and Benefits**

The trustees received no remunerations or other benefits during the year (2021: 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 (2021: Nil).

**Ealing And Hounslow Community Voluntary Service**  
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**Notes to the financial statements**

**For the year ended 31 March 2022**

**7. Staff costs**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries and wages	326,294	301,300
Social security costs	28,861	25,937
Pension contributions	9,548	7,746
	<u>364,703</u>	<u>334,983</u>

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

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Community development	6	6
Funding and group development	3	3
Partnership development	2	1
	<u>11.00</u>	<u>10.00</u>

There was one senior employee earning more than £60,000 per annum during this current financial year ( 2021: Nil ).

**Ealing And Hounslow Community Voluntary Service**  
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**For the year ended 31 March 2022**

<b>8. Tangible fixed assets</b>	<b>Plant and machinery</b>	<b>Fixtures, fittings and equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 April 2021	-	63,583	63,583
Additions	632	5,140	5,772
At 31 March 2022	632	68,724	69,356
<b>Depreciation</b>			
At 1 April 2021	-	40,967	40,967
Charge for the year	48	5,333	5,381
At 31 March 2022	48	46,300	46,348
<b>Net book values</b>			
At 31 March 2022	584	22,424	23,008
At 31 March 2021	-	22,616	22,616

<b>9. Debtors</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	5,000	3,150
Other debtors	26,522	709
Prepayments	9,976	1,977
	<b>41,498</b>	<b>5,836</b>

<b>10. Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Pension fund loan	134	-
Trade creditors	18,236	10,876
Accruals and deferred income	106,397	119,856
	<b>124,767</b>	<b>130,732</b>

Included within Accruals and Deferred Income is deferred income of £85,232 (2021: £108,981). Deferred income relates to funds received in advance from Ealing Mental Health Forum £2,700, Ealing Crisis Navigator Project £40,532, London Borough of Ealing Public Health COMF Grant £12,000 and Greater London Authority Youth Social Action Programme £30,000 to be expended in the 2022/2023 financial year.



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**Notes to the financial statements**

**For the year ended 31 March 2022**

**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.

**15 Analysis of net assets between funds**

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2022 as represented by:			
Tangible fixed assets	23,008	-	23,008
Current assets	307,397	307,692	615,089
Current liabilities	(124,767)	-	(124,767)
	<u>205,638</u>	<u>307,692</u>	<u>513,330</u>

**16. Unrestricted funds**

At 1 April 2021 £	Incoming resources £	Outgoing resources £	At 31 March 2022 £
<u>144,098</u>	<u>121,374</u>	<u>(59,834)</u>	<u>205,638</u>

**Ealing And Hounslow Community Voluntary Service**  
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**Notes to the financial statements**

**For the year ended 31 March 2022**

**17. Restricted funds**

	At 1 April 2021 £	Incoming resources £	Outgoing resources £	At 31 March 2022 £
	<u>260,804</u>	<u>555,090</u>	<u>(508,202)</u>	<u>307,692</u>