

Registered number
1673259

Fitzrovia Neighbourhood Association

Report and Unaudited Accounts

31 March 2008

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Fitzrovia Neighbourhood Association
Report and accounts
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Fitzrovia Neighbourhood Association

Company Information

Fitzrovia Neighbourhood Association is a company limited by guarantee and not having a share capital and is governed by its Memorandum and Articles of Association

The company is a registered charity

Trustees (Directors) at the date of this report

D Watson (Chair)

Y Blumann

A Chidgey

C Henderson

S Khanou

K Newell

L Rees

P Shepherd

Secretary and registered office

C Henderson

39 Tottenham Street, London W1T 4RX

Accountants

Accounting for Charities Ltd

Arena, Holyrood Close, Poole, Dorset BH17 7BA

Bankers

HSBC

Registered numbers

Registered Company number 01673259

Registered Charity number 1111649

Fitzrovia Neighbourhood Association

Report of the Trustees

The Trustees present their report and accounts for the year ended 31 March 2008

Governance and management

The Trustees who served during the year were as follows

D Watson (Chair)	
Y Blumann	
A Chidgey	appointed 13 December 2007
C Henderson	
J Harris	resigned 13 December 2007
S Khanou	appointed 13 December 2007
K Newell	
A Schott	resigned 13 December 2007
L Rees	appointed 13 December 2007
P Shepherd	

New Trustees are recruited to fill any vacancies identified. Their election must be confirmed by the members of the company in general meeting. Trustees are elected for a two year term and may offer themselves for re-election by the members of the company.

Affiliations

The charity works in co-operation with other local community organisations but has no formal affiliation to any other charity or organisation.

Objectives and activities

Objectives

The objectives of the charity are

~ to promote any charitable purpose for the benefit of people living and working in and around the area of Central London known as Fitzrovia ("the beneficiaries") by the advancement of education, the protection of health and the relief of sickness and distress

~ the promotion of recreation, leisure activities and a healthy environment in and around Fitzrovia in the interests of social welfare and in order to improve the quality of life of those who are in need by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances

~ to relieve poverty amongst the beneficiaries by the provision of advice and information about health, welfare, housing, social benefits and related matters

Activities

During the period 2007/08 the Fitzrovia Neighbourhood Association (FNA) has continued to serve those who live and work in Fitzrovia providing a range of services and activities. Some of our activities have changed in order to meet the new funding targets and reporting regime instituted by the London Borough of Camden.

Fitzrovia Neighbourhood Association

Report of the Trustees

Achievements and performance

Advice Work

During the past year the Fitzrovia Centre offered over 1,000 appointments, dealing with a wide range of issues including welfare benefits, housing, consumers' rights, access to health and education. The main areas of advice requested remain issues relating to Welfare Benefits and Housing, with inquiries relating to Tax Credits being the main growth area. This service continues to be provided to Westminster residents but was discontinued to Camden residents after the summer of 2007, in line with our new Service Agreement.

Community Support Services

We negotiated a new service agreement for 3.5 years with the London Borough of Camden to provide community services which are described below. We target specific groups to which we offer a range of services, including advice.

In addition we raised funding to extend our services as follows:

Older People

A programme of activities has been taking place including trips and outings to places of interest. In addition we continue to build on the partnership established with the British Museum who kindly arranged for a group to visit the gallery. To achieve this, we worked with Fitzrovia Court Sheltered Housing and Club 60.

The research establishing the needs of older people in the area was presented to the board, and will form the basis for our fund raising in the future. The research identified the need for more social activities and outings, and the desire to re-establish our successful Befriending project.

Bangladeshi Women's Health Project

We continue to run a weekly drop-in session for Bengali women, providing a safe space for women to meet and socialise, therefore reducing isolation and contributing to the good social cohesion with in the Fitzrovia area. We were short listed by the London Health Commission for an award for our work with the Bangladeshi women's mental health project.

We organise regular workshops, talks and activities are arranged dealing with vital health and nutrition topics. We also organise weekly exercise and massage sessions and provide medical advice given by a qualified nurse.

Parenting sessions

We continued to provide workshops, in partnership with Coram Parents Centre.

These dealt with issues relating to positive parenting. We targeted these sessions to Bengali speaking parents and grandparents living with extended households. The workshops dealt with issues such as 'understanding your child', 'positive discipline', 'diet and behaviour' and 'engaging with your child's school'. The feedback was extremely positive from those that attended, saying that they felt more confident in their parenting skills.

Family trips, outings and events

We organised trips and activities for families with young children to Sussex and a trip on a heritage railway line, and organised celebrations for New Year and Eid.

Art sessions

The group members were once again involved in the art projects leading up to the Bangladeshi Mela. The group was also invited to participate in the festival marking the inauguration of the new Eurostar terminal at St Pancras. Their artwork was accepted for display in the British Museum in November 2008.

Fitzrovia News

A team of volunteers, Fitzrovia Community Newspaper Group, took over the editorial and production of the paper, publishing four editions during the year. This was financed by adverts placed in each edition. For the first time, the paper was produced in colour.

The paper provides vital community information for the area and a platform for residents to communicate, inviting voluntary contribution of articles, news stories and pictures.

Fitzrovia Neighbourhood Association

Report of the Trustees

Achievements and performance (continued)

Fitzrovia Play Association [FPA]

The FPA works with young people, and manages a children's playground FNA provides admin and logistical support for this charity

Fitzrovia Environment

Former Middlesex Hospital Site

The FNA, in co-operation with Charlotte Street Association, commented on the planning application by Candy and Candy The application was granted by Westminster City Council, and work started on the project in early 2008

In response to our requests, a residents' liaison committee was convened to ensure that issues raised during demolition and construction would be addressed by the developer and the contractors So far, most of the issues raised by residents have been resolved

Licensing Policy

As a local amenity group, we comment formally to both of our councils in relation to Licence Applications Westminster accepted our objections to extend opening hours for restaurants by one hour, during the consultation on a new policy

We worked closely with our neighbouring societies in Covent Gardens, Soho and Bloomsbury to promote a more focused and better resourced enforcement regime in Camden

Open Space in Fitzrovia

We continue to provide facilities and support to the Friends of The Open Spaces of Fitzrovia, in particular with the proposals to improve Whitfield Gardens and Crabtree Fields

Planning and government proposals

The FNA continues to comment on planning and government proposals and applications affecting the area A major potential impact would be the new Planning Act

Volunteers

The Fitzrovia Centre continues to attract high calibre volunteers who have assisted in a range of roles including social research, assisting with the women's health sessions, visiting older people, events organising and administrative and financial support

There are also a number of volunteers who act as representatives of Fitzrovia to the Councils and various other bodies

Risk management

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage them Procedures have been adopted to cover financial control procedures including being a member of an advisory services umbrella group

Financial Review

Reserves

The company's reserves are held in a low risk investment The General Fund is available to fund projects at the discretion of the Trustees in accordance with the aims and objectives of the charity The Restricted Funds will be applied by the Trustees in accordance with the restrictions put on them by the donors The Trustees have created a Designated Fund, which is unrestricted, holding reserves which would fund the operations of the charity for 3 months inclusive of redundancy costs for staff The Trustees consider the level of reserves at the balance sheet date to be appropriate for the charity

Fitzrovia Neighbourhood Association Report of the Trustees

Plans for future periods

A new Community Centre is being developed, and we hope to move into the new centre in due course. This would provide more space in a up to date, accessible, friendly environment and would enable us to offer more community services and activities.

We are recruiting a new development worker and a fund raiser to prepare for this exciting new opportunity and to realise our vision for the future.

We are planning to run the Fitzrovia Festival in the summer of 2009, subject to funding, and we have started the process of fundraising.

Small company special provisions

The report of the directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the board on date

D Watson
Chairman



Fitzrovia Neighbourhood Association Accountants' Report

Accountants' report to the Members of Fitzrovia Neighbourhood Association

We report on the accounts of the company for the year ended 31 March 2008, set out on pages 7 to 12

Respective responsibilities of Trustees and reporting accountant

As described on page 8 the charity's Trustees, who are also the Directors of the company, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

This report is made to the company's Members as a body in accordance with the letter of engagement dated 14 May 2007. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's Trustees, as a body, for our work or for this report.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of our report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion

(a) the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985,

(b) having regard only to, and on the basis of, the information contained in those accounting records,

(i) the accounts have been drawn up in a manner consistent with the provisions specified in section 249C(6) of the Act, and

(ii) the company satisfied the requirements for the exemption from an audit of the accounts for the year specified in section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of the companies not entitled to the exemption specified in section 249B(1)

(a) to (f)

Accounting for Charities Ltd

Accounting for Charities Ltd
Chartered Accountants

Arena, Holyrood Close, Poole, Dorset BH17 7BA

17 September 2008

Fitzrovia Neighbourhood Association
Statement of Financial Activities
for the year ended 31 March 2008

Income and expenditure

	Notes				2008	2007
		General Fund	Designated Fund	Restricted Funds	Total	Total
		£	£	£	£	£
Incoming resources						
Incoming resources from generated funds						
Voluntary income	2	6,990	-	2,589	9,579	27,730
Investment income		724	-	-	724	635
Incoming resources from charitable activities	3	67,349	-	14,350	81,699	92,396
Total incoming resources		<u>75,063</u>	<u>-</u>	<u>16,939</u>	<u>92,002</u>	<u>120,761</u>
Resources expended						
Costs of generating funds						
Costs of generating voluntary income		(89)	-	-	(89)	(17)
Charitable activities	5	(75,624)	-	(21,852)	(97,476)	(121,242)
Governance costs	6	(2,650)	-	-	(2,650)	(2,425)
Total resources expended	4	<u>(78,363)</u>	<u>-</u>	<u>(21,852)</u>	<u>(100,215)</u>	<u>(123,684)</u>
Net incoming/(outgoing) resources before transfers		(3,300)	-	(4,913)	(8,213)	(2,923)
Transfers						
Gross transfers between funds	8	-	(743)	743	-	-
Net movement in funds		<u>(3,300)</u>	<u>(743)</u>	<u>(4,170)</u>	<u>(8,213)</u>	<u>(2,923)</u>
Reconciliation of funds						
Total funds brought forward		3,939	15,743	7,664	27,346	30,269
Total funds carried forward		<u>639</u>	<u>15,000</u>	<u>3,494</u>	<u>19,133</u>	<u>27,346</u>

All of the company's activities are classed as continuing
The company had no gains or losses other than those shown above

The notes on pages 9 to 12 form part of these accounts

Fitzrovia Neighbourhood Association
Balance Sheet
as at 31 March 2008

	Notes	Unrestricted Funds £	Restricted Funds £	2008 Total £	2007 Total £
Current assets					
Debtors	10	6,335	-	6,335	1,392
Cash at bank and in hand		21,474	3,494	24,968	38,040
		<u>27,809</u>	<u>3,494</u>	<u>31,303</u>	<u>39,432</u>
Creditors amounts falling due within one year	11	(12,170)	-	(12,170)	(12,086)
Net current assets		<u>15,639</u>	<u>3,494</u>	<u>19,133</u>	<u>27,346</u>
Net assets		<u>15,639</u>	<u>3,494</u>	<u>19,133</u>	<u>27,346</u>
The funds of the charity					
Restricted Funds	12	-	3,494	3,494	7,664
Unrestricted Funds					
Designated Fund		15,000		15,000	15,743
General Fund		639	-	639	3,939
		<u>15,639</u>	<u>3,494</u>	<u>19,133</u>	<u>27,346</u>
Total charity funds		<u>15,639</u>	<u>3,494</u>	<u>19,133</u>	<u>27,346</u>

The directors are satisfied that the company is entitled to exemption under Section 249A(2) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act

The directors acknowledge their responsibilities for

- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985, and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985

D Watson *Darin Watson*
Chairman

Y Blumann
Y Blumann
Treasurer

Approved by the board on date

The notes on pages 9 to 12 form part of these accounts

Fitzrovia Neighbourhood Association
Notes to the Accounts
for the year ended 31 March 2008

1 Accounting policies

The accounts have been prepared under the historical cost convention and in accordance with the Companies Act 1985, SORP 2005 "Accounting and Reporting by Charities" and UK Accounting Standards

Income

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

Resources expended

Resources expended are included in the Statement of Financial Activities when, and to the extent that, a liability, legal or constructive, is incurred

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives

Office equipment and furniture	3 years straight line
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Fund accounting

The General Fund is an unrestricted fund which is available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for specific purposes

The Designated Fund is an unrestricted fund which has been set up by the Trustees to hold 3 months' operating costs for the charity

Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of each restricted fund is set out in the notes to the accounts

Incoming resources and resources expended are allocated to the Funds on a direct or time apportioned basis as appropriate

2 Voluntary Income

			2008	2007
	General Fund	Restricted Funds	Total	Total
			£	£
Donations				
Estates & Agencies		-	-	10,000
Felix Dennis		-	-	5,000
Friends of Fitzrovia Charitable Trust	5,500	-	5,500	10,000
Other	1,490	2,589	4,079	2,730
	<u>6,990</u>	<u>2,589</u>	<u>9,579</u>	<u>27,730</u>

Fitzrovia Neighbourhood Association
Notes to the Accounts
for the year ended 31 March 2008

3 Incoming resources from charitable activities			2008	2007
	General Fund	Restricted Funds	Total	Total
	£	£	£	£
Playground management fees	3,120	-	3,120	3,002
Advertising revenue	2,305	-	2,305	1,975
Grants				
Awards for All	-	-	-	4,960
Comic Relief	-	-	-	2,500
Candy & Candy	5,000	-	5,000	-
Fitzrovia Play Association	-	-	-	639
Help a London Child	-	-	-	1,097
London Borough of Camden	34,424	-	34,424	46,224
London Borough of Camden	-	-	-	2,590
London Merchant Securities	-	-	-	2,000
OVE/Arup	2,500	-	2,500	5,350
Voluntary Action Camden	-	-	-	1,459
Westminster City Council	20,000	-	20,000	20,000
Westminster CC Amenity Fund	-	-	-	600
Other	-	14,350	14,350	-
	67,349	14,350	81,699	92,396

4 Total resources expended	2008	2007
	£	£
These include		
Depreciation of owned fixed assets	-	5,639
Amortisation of deferred grants	-	(5,639)
Operating lease payments	13,837	12,375
Wages & salaries	57,729	72,247
Employers' national insurance	5,649	6,807
	77,215	81,438
Average number of employees during the year	2	4

5 Charitable activities			2008	2007
	General Fund	Restricted Funds	Total	Total
	£	£	£	£
Fitzrovia News	1,706	-	1,706	12,187
Outings & social events	-	6,919	6,919	3,368
Support costs	73,918	14,933	88,851	105,687
	75,624	21,852	97,476	121,242

6 Governance costs	2008	2007
	£	£
Accountancy fees	2,000	1,995
Other	650	430
	2,650	2,425

Fitzrovia Neighbourhood Association
Notes to the Accounts
for the year ended 31 March 2008

7 Trustees' remuneration and expenses

No Trustee received any remuneration or expenses from the charity in relation to the performance of their duties

8 Gross transfers between funds	2008 £	2007 £
Transfer to/(from) Restricted Funds from/(to) Designated Fund	<u>743</u>	<u>(742)</u>

9 Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1 April 2007	23,458
At 31 March 2008	<u>23,458</u>
Depreciation	
At 1 April 2007	17,819
Charge for the year	5,639
At 31 March 2008	<u>23,458</u>
Net book value	
At 31 March 2008	<u>-</u>
At 31 March 2007	<u>5,639</u>

10 Debtors	2008 £	2007 £
Other debtors	<u>6,335</u>	<u>1,392</u>

11 Creditors: amounts falling due within one year	2008 £	2007 £
Deferred grants	10,010	9,803
Other creditors	<u>2,160</u>	<u>2,283</u>
	<u>12,170</u>	<u>12,086</u>

Fitzrovia Neighbourhood Association
Notes to the Accounts
for the year ended 31 March 2008

12 Restricted Funds	2007	Net incoming/ (outgoing) resources	Transfers	2008
	£	£	£	£
Analysis of fund balance by project				
Befriending project	4,960	(3,343)	-	1,617
Bengali Family Summer Outing	1,097	(827)	-	270
Disability in Camden	838	-	-	838
Eid Party	-	(364)	364	-
Fitzrovia Festival	-	(369)	369	-
Parenting classes	-	(10)	10	-
Voluntary Action Camden	769	-	-	769
	<u>7,664</u>	<u>(4,913)</u>	<u>743</u>	<u>3,494</u>

13 Members' liability

The company is limited by guarantee. Every member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debts and liabilities of the company contracted before he ceases to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1

Fitzrovia Neighbourhood Association
Schedule to the Statement of Financial Activities
for the year ended 31 March 2008
for the information of the directors only

	£	£	2008 £	2007 £
	General Fund	Restricted Funds	Total	Total
Support costs allocated to costs of generating voluntary income				
Publicity and fundraising	89	-	89	17
	<u>89</u>	<u>-</u>	<u>89</u>	<u>17</u>
Support costs allocated to charitable activities				
Wages and salaries	56,484	1,245	57,729	72,247
Employer's NI	5,649	-	5,649	6,807
Temporary staff and recruitment	261	-	261	233
Staff training and welfare	60	-	60	364
Travel and subsistence	341	-	341	764
Rent	1,837	12,000	13,837	12,375
Rates	316	-	316	173
Light and heat	958	-	958	1,034
Cleaning	1,248	-	1,248	1,268
Refuse & Recycling	269	-	269	244
Room hire	-	270	270	1,788
Administration	(1,250)	1,250	-	-
Telephone and fax	1,943	-	1,943	1,851
Stationery, printing & postage	2,449	-	2,449	1,970
Information and publications	17	-	17	57
Subscriptions	1,068	-	1,068	1,016
Insurance	858	-	858	872
Equipment expensed	-	-	-	681
Software and computer maintenance	-	-	-	208
Repairs and maintenance	447	-	447	725
Volunteer's expenses	863	-	863	610
Donations made	100	-	100	100
Sundry expenses	-	168	168	300
Depreciation	-	-	-	5,639
Amortisation of deferred grant	-	-	-	(5,639)
	<u>73,918</u>	<u>14,933</u>	<u>88,851</u>	<u>105,687</u>
Governance Costs				
Accountancy fees	2,000	-	2,000	1,995
AGM & annual report	650	-	650	430
	<u>2,650</u>	<u>-</u>	<u>2,650</u>	<u>2,425</u>

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Crown Way
CARDIFF CF14 3UZ