



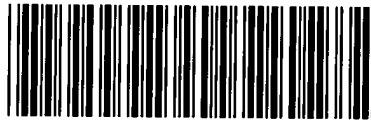
## **Manor Gardens Welfare Trust**

(A Company Limited by Guarantee and  
Registered Charity No. 1063053)

### **TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**Year ended 31<sup>st</sup> March 2020**

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COMPANIES HOUSE

***Making the difference for over 100 Years***

# Manor Gardens Welfare Trust

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Year ended 31<sup>st</sup> March 2020

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# Manor Gardens Welfare Trust

REFERENCE AND ADMINISTRATIVE DETAILS

Year ended 31<sup>st</sup> March 2020

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## Legal and Administrative Details as at 31<sup>st</sup> March 2019

**Status:** Manor Gardens Welfare Trust ("the Company" or "the Charity") is a charitable company limited by guarantee. The current charity was incorporated on 13<sup>th</sup> June 1997, and registered with the Charity Commission.

**Background:** The activities of the Charity were originally carried out by an unincorporated association, Manor Gardens Community Trust (MGCT), registered under the Charities Act 1960 on 16<sup>th</sup> October 1985. The North Islington Infant Welfare Centre (NIIWC) ran the Manor Gardens Centre prior to MGCT being set up. In 1997 the NIIWC and MGCT merged and the new charitable company Manor Gardens Welfare Trust (MGWT) was formed. NIIWC and MGCT have been removed from the Charity Commission register.

### Trustees and Directors:

Andrew Chaplin, Chair (retired from Board and Chair December 2020)  
Allan Sutherland, Chair (from December 2020)  
Jenita Rahman ACA, Hon., Treasurer  
Crystal Rolfe  
Inara Khan  
Mary Gibson (retired March 2020)  
Nicholas Tait  
Ruth Morrison (joined May 2019)  
Pardeep Bhatti (joined July 2019)  
Jeffrey O'Brien (joined July 2019)  
Iris Tuechter (joined July 2019)

### Senior Management Team:

Katy Porter, Chief Executive Officer/Company Secretary  
William Meghoma, FFA, FIPA, FCCA, Director of Finance and Administration  
Felicity Ford, Director of Fundraising and Development

### Registered Office and Operational Address:

6-9 Manor Gardens, London N7 6LA

### Company Number:

3386929

### Charity Number:

1063053

### Senior Statutory Auditor:

Anthony Daniel Armstrong FCA  
of Armstrong & Co  
Chartered Accountants & Statutory Auditors  
4A Printing House Yard  
London E2 7PR

### Solicitors:

Russell-Cooke  
2 Putney Hill  
London SW15 6AB

### Bankers:

HSBC plc  
312 Seven Sisters Road  
Finsbury Park  
London N4 2AW

Barclays Bank plc  
403 Holloway Road  
London N7 6HL

### COIF Charities Deposit Fund

Senator House  
85 Queen Victoria Street  
London EC4V 4ET

# Manor Gardens Welfare Trust

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### ANNUAL REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2020

#### Objectives and Activities

##### Objectives:

The Charity is established for the following purposes, having regard to equality and diversity amongst and for the benefit of service beneficiaries:

- To relieve the needs arising from financial hardship, sickness, disability and old age;
- To advance education;
- To promote mental and physical good health;
- To provide assistance to children and young people who are in need of care and attention arising from their youth;
- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

The term 'service beneficiaries' refers to all those in receipt of services and support from MGWT, who are predominantly resident in London, and include individuals, families and community groups.

**Governing Document:** Manor Gardens Welfare Trust was established under a Memorandum of Association, which established the objects and powers of the organisation. It is governed under its Articles of Association. The charitable objects were reviewed by the Board of Trustees during 2011 and the revised objects were approved by the Charity Commission in September 2011.

#### Our Vision

The vision of the organisation is to build strong communities where all people have good health, resilience, and opportunity.

#### Our Mission

The organisation's mission is to work with people take action, enabling change, and good health, resilience and opportunity. Our services promote mental and physical health and wellbeing and increase social inclusion.

#### Our Purpose

**Early intervention and prevention:** we prevent the escalation and deepening complexity of difficulties experienced by people which impact upon their life opportunities, health and wellbeing

**Community-driven approaches:** we understand and work alongside people to develop our work and expertise in person centred interventions for diverse communities from childhood to adulthood.

**Learning and development for impactful response:** we inform and develop our work and influence and effect wider system change and practice.

We continue to work with people of all ages and all communities, with a particular focus on those that experience identified barriers and difficulties in accessing support and services.

For this purpose, we maintain community hubs in Islington, and develop service offers to reach into a wider geographical area, based upon knowledge of need and solutions.

#### Overview:

Manor Gardens Welfare Trust (MGWT) continues to support local communities with diverse and emerging needs, an approach we have been taking since we were founded in 1913.

From our bases in the London Borough of Islington we identify need, potential responses and services to support and have impact for individuals and local communities across London. In partnership with individuals, communities and other agencies and services, both statutory and voluntary, we collaborate to identify potential

# Manor Gardens Welfare Trust

## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020

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and existing gaps in provision and where there may be unmet and additional need. We see strength in the diversity of our service offer, recognising that the communities that we support reflect this diversity, and MGWT, for many, can be an identified access point in seeking help.

In the latter part of this financial year, the need to adapt our services to provide humanitarian emergency response became critical due to the Covid-19 pandemic, and our business continuity plan and our understanding and connection to vulnerable members of our local communities enabled a swift response to ensure safety and support to those isolated and in need.

MGWT demonstrated an agility and resilience to respond and meet immediate and basic needs, related to the supply of food and essential items, in a time of emergency and crisis. Attention to the welfare and wellbeing of those most in need within our local communities, including children, families and adults, has been a primary focus for us at this time and throughout the pandemic.

MGWT services continue to seek to both prevent and manage physical and mental health concerns and improve wellbeing. We have achieved this through providing accessible services at our own centre in North Islington, working into the community in people's homes and familiar settings, and utilising community spaces hosted by our partners, and latterly adapting provision to connect with people remotely by phone and online to address isolation, assess needs, and respond accordingly with practical assistance, emotional support, and services to offer progress and solutions. Our work with partners, commissioners and funders across London Boroughs continues to consider how we can connect people to the support and services needed at the right time and in the right way, reducing barriers and duplication, and harnessing the strengths and innovation which grows from our local communities and partnerships.

Our work currently encompasses:

**Living Well Services** We support people in managing their own health and wellbeing to maximise independence. This often involves working with people with long-term health conditions which impact on their daily living and choices they make in their lives.

- We promote good mental health through all our Services, and in particular our **Wellbeing Service** and **Chorus Project**, breaking down stigma and supporting people to identify the help they need to maintain their wellbeing and that of people close to them.
- We support people who have experienced and survived a **Stroke** and are living with the impact of this condition. We assist people to maximise their ability to live the life they wish to and create opportunity for people to socialise and support others who have similar experiences, and are living with a long-term condition.
- We have recognised that people are living longer, and in older age they can become increasingly isolated. Our **befriending services** offer companionship and support to people who want more social contact, some of whom are frail and housebound. Through training and developing befriending volunteers and community buddies we are recognising that isolation and loneliness can affect people of all ages and are developing further responses.

**Bilingual Services** We support refugees and migrants in a variety of specialist projects. Our work with people over the years has assisted us in understanding the challenges of trying to integrate into communities which can feel unfamiliar and in navigating health services and systems which appear complex and different.

- We work with families through our **Early Parenthood Programme** recognising pregnancy and early parenting as a critical time to identify and initiate assistance to provide the best start for all children, and promoting cohesion and commonality amongst people through this shared experience.
- We directly support women who have experienced **Female Genital Mutilation**, and campaign widely to prevent this harmful practice. Our **Dahlia Project** remains a dedicated space and service for women who are survivors of FGM.
- We ensure people have sufficient information in a format and language they understand regarding their health needs, providing **Health Advocacy**. This includes training interpreters and co-ordinating enhanced community interpreting services, as well as provision of access and support from Bilingual health advocates.

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**Early Years Services** Our services at MGWT have always focused on children as well as adults. We believe that education and play can promote health and wellbeing at an early age and provides the best start in life.

- Manor Gardens Nursery, provides early year's education to children between the age of 2-5 years within Islington in accordance with the Early Years Foundation Stage (EYFS).
- Hornsey Road Children's Centre, from which we deliver early year's education and childcare for children from the age of 9 months–5 years, brings together our early years statutory partners to give children the best start in life within the local Borough's Bright Start offer.

Both settings are assessed as 'good' by OFSTED; with Manor Gardens Nursery inspection taking place in March 2020 under the new inspection guidelines and achieving 'outstanding' in two of the four areas (Behaviour and Attitudes, and Personal Development).

### Partnership

Manor Gardens Welfare Trust is a leading organisation in the voluntary and community sector in the London Borough of Islington, in which we are based. We are represented on a wide range of forums and for some areas of our work this extends more broadly into neighbouring Boroughs and across London. These include:

- Islington Health and Wellbeing Board, Islington Fairer Together Partnership Board (including strategic and delivery groups), Islington All-Age Mental Health Partnership Board, Islington Early Years Partnership Board, Bright Start Early Childhood Area Partnership (ECAP), Bright Start Private, Voluntary and Independent (PVI) Forum, London FGM Forum, Newham FGM Forum, Maternity Voices (North London), Camden – Best Start in Life, Camden Perinatal Mental Health Forum, Time to Change Islington, and Islington Food Poverty Steering Group.

As a charity, we are members of the Association of Chief Executives of Voluntary Organisations (ACEVO), the National Council of Voluntary Organisations (NCVO), Voluntary Action Islington (VAI), Charity Finance Group, and Institute of Fundraising and maintain access to information, newsletters and advice within the sector.

In addition to our attendance and participation at forums we also directly host and develop opportunities for strategic and operational dialogue and the sharing of knowledge, expertise and practice. Examples are Health Exchange, developed with Islington Council and Islington CCG, the North Locality Leadership Team, to develop integrated health and social care provision in North Islington, Islington Food Poverty Alliance, and the Pan-London FGM Forum. These assist in bringing organisations and people together to improve the delivery and commissioning of services, and to make connections and work in partnership.

### Co-location

Manor Gardens Welfare Trust operates from buildings at numbers 6-9 Manor Gardens, London N7 6LA, of which it owns the freehold. As an organisation we recognise the importance of community places to assist community members when seeking services and help; our buildings enable us to further generate a partnership approach through our position as landlord to a number of organisations, including other charities, organisations and services responding to local communities.

The Charity also leases the ground floor and basement of 10 Manor Gardens, part of the Beaux Arts Building. The lease expires in 2027. The space within these buildings is used by MGWT to deliver its services and assists in hosting other health and wellbeing organisations, including sessional meeting space for similar groups.

Our buildings continue to enable the development and delivery of a hub of community-focused services.

### Our beneficiaries

Our services support people in different ways:

- **Direct support** for service beneficiaries for help from a specific service. Following assessment from our frontline staff, a focused programme or plan of support inclusive of individual and/or group interventions is determined with the beneficiary. This ranges from help reading letters and filling in forms, to in-depth advocacy and casework on housing, benefits, immigration, and domestic violence. Others need help

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finding the right organisation to support them and we signpost and enable them to access these services. In the case of our Early Years services, this will be the provision of a contracted place for education and childcare.

- **Outreach events and workshops** engage with service beneficiaries on a short-term or even one-off basis to impart information, learning and advice to empower and inform people.
- **Information and training events** delivered to volunteers, professionals, carers, and community members to increase understanding and awareness of particular issues, and generate community responses.
- **In addition, an emergency response** mobilised in March 2020 to community members directly affected by the Covid-19 pandemic in the provision of food and essential supplies and support, adapting to emerging need.

Our services particularly support the diverse communities of Islington but also replicate our services and support into the neighbouring North London boroughs, Newham, and more widely across London.

Throughout 2019-20, we supported 731 direct beneficiaries through casework support. We reached 3,236 people through 415 outreach events and workshops, and over 600 people through our Summer and Winter Wellbeing Festivals. We trained 86 people through specialist training in FGM and mental wellbeing.

### Staff and volunteers

Manor Gardens Welfare Trust employs 56 staff, 56 employees and 4 sessional staff, 45% of whom are full time and 55% part-time, representing 42.8 full-time equivalent staff. In addition, 4 sessional staff support the staff team in the delivery of our services.

We are committed to employing and retaining high quality, skilled staff through effective recruitment, management, training, support and involvement in the organisation, and recognise that only by doing so can we provide excellent services with impact. We value and welcome diversity and our staff reflect the wide diversity of the communities we serve. Equal opportunities and accessibility are central to all we do.

- 70% of staff are from Black, Asian and other Minority Ethnic groups (BAME), 9% of staff from white-other Ethnic groups, and 21% of staff are white-British.
- 89% of staff are female, and 11% are male.
- 20% of staff are aged 18-34 years, 53% are aged 35- 54 years, 27% are aged over 55 years.

Our services are supported every week by a dedicated team of trained and experienced volunteers, who undertake outreach, peer mentoring, befriending and support for events, as well as enabling our Centre to function effectively. This year we have worked with 150 volunteers. We greatly value the input and support of all our volunteers who reflect the diversity of our local communities, and many of whom have been recipients of our services in the past.

We are committed to providing local employment opportunities, and are aware of challenges in our local area regarding access to employment and are committed to working with local partners to address this.

### Organisational Structure

The Chief Executive Officer (CEO) reports directly to the Board of Trustees. The Senior Management Team comprises of the CEO, the Director of Finance and Administration, and the Director of Fundraising and Development.

### Structure, Governance and Management:

Manor Gardens Welfare Trust governs through its Memorandum and Articles of Association. The Articles of Association were updated in 2011, and approved by the Charity Commission in August 2011.

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## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020

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The Charity's governing body is the Board of Trustees, whose members are trustees under charity law and directors of the Company for the purposes of Company Law. New trustees/directors are elected at a General Meeting of the Board for a period of three years. They can serve for two terms i.e. six years, with provision for a further term if elected Chairperson. During the year 2019/20, two trustees retired from the Board; for one trustee this was due to the end of elected periods, including a third term as Chair, and for the other this was due to personal circumstances and a focus on other areas of responsibility. At year end, the Board comprised of nine trustees.

As directors of the Company, the Trustees each guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of a winding up. Trustees have no beneficial interest in the Company. There are no known conflicts of interest and these are requested and recorded through an annual declaration, and updates requested at each Board meeting. Any declared conflicts of interest would be recorded; these would then be monitored and managed as necessary.

The Board is confident that the Charity conforms to and is compliant with the Charity Commission's guidance, 'The essential trustee: what you need to know, what you need to do' (July 2015), and works under the Charity Governance Code (2018) supported through our membership of National Council for Voluntary Organisations and ACEVO.

### **Trustee Recruitment and Training**

Trustees are recruited by various means, and in consideration of the latest Board appraisal, reflecting the skills of the Board and the requirements of the Organisation, and uses open and transparent recruitment practices. Advertising positions via our website extends to the recruitment of trustees, as well as utilising the initiatives and support of partners. In 2019, we have entered into the BoardMatch66 process, initiated by the Big Alliance, to broker links between corporate partners and staff of these companies with an interest in local charities and trustee positions.

All prospective trustees meet with the Chair and the CEO to discuss their application, and if all is satisfactory following meeting and recruitment checks, their appointment is put to the Board. Any appointment is ratified at the subsequent Annual General Meeting. All appropriate checks are completed to assure that prospective and current trustees are not barred from taking up positions, including guidance on automatic disqualification rules issued in 2018. Declaration is signed confirming their suitability to serve.

Each new Trustee is inducted into their role and the Organisation, through provision of information and time with our staff and services, and one-to-one session with the CEO, Chair and fellow trustees, and SMT members. The Charity Commission's guidance, 'The essential trustee' is the basis of our briefing into the role and is provided to all. A comprehensive induction pack which contains information about the history of the Manor Gardens Welfare Trust, details of Tenant Groups based at our premises, copies of the Memorandum and Articles of Association, a copy of all Centre policies on disc, a copy of the most recent Annual Accounts and Annual Review is provided.

The Board regularly conducts review of trustees' skills and an appraisal of Board effectiveness, led by the Chair. Where this review identifies skills shortages, this is addressed by training and/or the recruitment of new trustees. On an annual basis the Chair reviews the performance of the trustees against the list of their main responsibilities.

The Board seeks to represent the diversity of our wider society through its membership, and this is a further consideration in our annual review and recruitment. The Organisation's policy statement on Equality, Diversity and Inclusion extends to and is reflected in the principles and performance of the Board.

### **Board Processes and Decision making**

In 2019/20, the full Board met six times during the year to set strategic direction and to review the performance, compliance, and finances of the Charity. The CEO, the Director of Finance and Administration and the Director of Fundraising and Development are in attendance at these meetings, as the Senior Management Team (SMT). In addition, the Board may decide to form sub-committees to undertake specific work, and in this year, a review of the governance processes (finance and audit, and Board structure) was commenced. Sub-committees report directly to the Board, which considers their recommendations.



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Year ended 31<sup>st</sup> March 2020

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### Strategy review

In reaching decisions the Board is guided by the five-year Organisational Strategy. This has been reviewed and updated in 2019-20, and following consultation with beneficiaries, staff, partners and Trustees, throughout Autumn 2019, the Board approved the Organisational Strategy 2020-25 at the Board Meeting on 13 December 2019. The strategy now informs strategic goals and the annual business plan, assuring progress against targets and milestones in compliance with the strategy.

Operational and day-to-day decision making is delegated to the CEO and the staff team. Major new initiatives are considered with the Board for approval. Trustees receive in advance of each Board meeting comprehensive and detailed written reports from the CEO, the Director of Finance and Administration and the Director of Fundraising and Development. These reports describe activities of the Charity, and inform in order to plan for growth, stability, and future planning. Quality assurance, safeguarding, and risk management are essential considerations of the Board.

The trustees receive in advance of their meetings copies of the most recent management accounts, along with notes on variations between budgeted and actual expenditure. At the meetings the Director of Finance and Administration will guide the Trustees through these documents.

The Board scrutinises these documents against agreed targets and budgets to assess the performance of the Charity in achieving its charitable objectives to a high standard and cost effectiveness. The Trustees also maintain up-to-date understanding of relevant legislation through external activities, training and information exchange, and by taking legal advice when necessary.

### Risk Management

Potential areas of risk to the Charity are identified, recorded and reviewed by the Board at every Meeting, assisted by the Senior Management Team. The Risk Register incorporates financial, operational risk and external risk, assessing likelihood of occurring, impact, and mitigation to reduce likelihood and the impact. Whilst recognising that no organisation can ever be risk free, the Board of Trustees consider that the range of measures and controls in place have reduced to an acceptable level the various risks faced by Manor Gardens Welfare Trust.

### Impact and Performance:

The Charity achieved its objectives for 2019/20 in five key areas shown below.

1. **To identify and deliver high-quality services within the charitable aims and objectives of Manor Gardens Welfare Trust, working in partnership with commissioners, other providers and organisations.**

#### Living Well Services:

The following services are focused on assisting people to have control in their lives, maintain independence, and ensure they have good health and wellbeing to achieve this.

#### Friendship Network

The Friendship Network aims to reduce the isolation felt by older people in Islington by matching them with befriending volunteers to meet and talk on a regular basis. Loneliness can impact significantly on older people's health and wellbeing but the opportunity to socialise, even in their own home, improves motivation and self-esteem and is proven to reduce depression and anxiety.

The Network has not received funding from individuals and its Dine and Donate scheme this year but received £2,250 from the Local Initiative Fund to provide Christmas hampers and a big Christmas lunch. Our Dine and Donate model was developed with a local restaurant, requesting diners to donate £1 per meal to the Network. It proved a successful example of business and charity collaboration to enable an effective community initiative. We are currently seeking new partners to support the Network.

Many of our Friendship Network beneficiaries cannot leave their homes or need help doing so, and the demand for befriending has been greater than the volunteers recruited and trained. Therefore, this year, with the support

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Year ended 31<sup>st</sup> March 2020

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of Big Alliance and with Slaughter and May, our corporate partner, we have continued to develop and offer telephone befriending. An additional 12 volunteers have been trained, with ten volunteers progressing to provide telephone contact, providing the opportunity for those that are isolated to connect to the outside world and engage in conversation regarding their interests. This provides an alternative to visits and for some has proved to be a preferable alternative offer of befriending.

During the year we befriended 70 older people and matched them with 45 befriending volunteers; seventy per cent of our beneficiaries are over 75. Volunteers visit or call at least once a week. At Christmas we recruited additional volunteers from Islington Council and the Big Alliance to help out with our Christmas meal and preparing hampers.

### **Stroke Service**

Our Stroke Service supports people in Islington who have experienced a stroke, or a carer for someone who has. We've been working with stroke survivors for over 35 years, and are currently funded by Islington CCG and the Council. The service is valued by our beneficiaries in assisting to improve their lives and resolve issues. We do so in such a way to help people maintain their independence and prevent the need for more costly and intensive services. Access and involvement in the community is critical to increased quality of life.

Last year 95 beneficiaries improved their quality of life through our support and advocacy on issues such as housing, Personal Independence Payments, maximising income, and other social and health issues with which they were having difficulties.

Our weekly Stroke Club welcomes anyone who has had a stroke, carers and volunteers, to come together and take part in a range of activities which they have planned and chosen. These have included seated exercise, martial arts, crafts, music and storytelling, and outings, including a trip to Southend. The club has located to a different venue in North Islington providing greater space, cooking facilities and further options to expand attendance and membership in the coming year. Other services, including our Nursery and Early Parenthood Programme, have visited Stroke Club to share food and chat.

### **Wellbeing Service**

The Wellbeing Service continues to address stigma related to mental health by raising awareness and understanding, and encourage early identification and intervention for people needing support. Funded by Islington Council and working closely with Islington Public Health, we recruit and train Mental Health Champions, who start conversations in their communities and help us reach a diverse range of people. We have 56 Mental Health Champions and have put on 38 outreach events and workshops in the community. We have worked in partnership with more than 60 local organisations to signpost our beneficiaries and provide training and support.

Our events for Time to Talk Day, World Mental Health Day and Mental Health Awareness Week use national campaigns to raise local awareness.

An important part of our work is directly supporting people in mental health need; this can assist in someone finding techniques to manage their own mental wellbeing or finding more specialist support or clinical treatment when required. Through assisting someone at this stage we can prevent more significant deterioration of their mental health and prevent crisis situations. Alongside our staff team, we have Support Champions who provide one-to-one support and have supported and provided casework to 42 people throughout this year.

We recognise the connection between good physical health and mental wellbeing. Our involvement in Islington and Haringey's blood pressure initiative, funded by the British Heart Foundation, has seen our staff trained in taking blood pressure and engaging with members of the community to encourage awareness of healthy blood pressure, and when intervention by primary care may be advised.

### **Health Advocacy Service**

The aim of the Health Advocacy Service is to improve the health and wellbeing of refugees and newly arrived migrants by enabling them to access the help and support they need; for many this isn't a straightforward process due to unfamiliar routes to gain help, cultural differences, and language barriers.

Volunteers across these projects, many of whom come from refugee and migrant backgrounds, are provided with training and support to deliver their volunteering roles, increase their knowledge of life in the UK and their future employability.

### ***The Headway Project:***

The Headway Project, funded by The Henry Smith Charity, worked to improve the health, wellbeing and social inclusion of local refugee and migrant communities through the provision of individual bilingual health and wellbeing advocacy, group sessions, and a volunteer-led community interpreting service. The project worked across the London Boroughs of Islington, Camden, Haringey and Hackney. Four Bilingual Advocates from a range of communities provided individual support to 33 people facing physical and mental health difficulties and social isolation. Clients were supported to understand and communicate with relevant services, take steps to improve their health and wellbeing, create supportive social networks and access specialist services. Volunteer Community Interpreters supported further beneficiaries with their communication needs in an additional 63 health-related appointments.

### ***FGM Programme, including Dahlia Project***

Raising awareness and prevention of female genital mutilation (FGM) has been a key part of our work for many years now. In 2018, the Risk Assessment Tool developed in Islington and in partnership with Borough safeguarding leads, was launched and is included in all safeguarding training with the Borough.

Our campaigning work has led to a recognition that many women who have undergone FGM are in significant need of therapeutic help. The Dahlia Project was set up to provide group therapy for women and to train specialist FGM counsellors. We deliver targeted awareness events for women to introduce the understanding of the psychological impact of FGM, and help to empower women to acknowledge and talk about their lives, and have commenced partnership with NHS England to ensure this is recognised within treatment services of the NHS.

Crowd-funding has successfully funded our FGM Programme, alongside funding for core staff costs from grant givers including the Peter Stebbings Foundation, the Dovedale Foundation and an anonymous trust. This has enabled continued delivery and development of the programme. We had 37 referrals for structured therapeutic support, and delivered three support groups over 12 weeks for 20 women, with individual therapeutic assessments for 22 women. 75 women attended training sessions throughout the year and ongoing support and advocacy was provided to 20 women.

In Newham, our service commissioned by the Local Authority as part of the response to tackling violence against women and girls, prevents FGM and provides support for people affected by FGM. In July 2019, we entered into partnership with Hestia in the continued delivery of this service within the Borough. We are happy that our work in the Borough has been able to continue to provide individual support to women who are referred to the Staff also provided training sessions to impart knowledge of FGM and response to the risk of FGM to professionals.

During the year, our outreach team spoke at events reaching at least 5,000 people. Additionally, social media, including podcasts, has been used to generate ongoing focus on FGM and the continuing need to end this practice.

Our FGM expertise has been further recognised by the setting up of two specialist FGM clinics by the NHS in North East and North West London. Alongside specialist medical attention clients are able to access therapeutic support and advocacy.

### ***The Chorus Project***

With the closure of our partner, the Women's Therapy Centre, we were delighted to be able to take over the final year of one of their projects, The Chorus Project, funded by the DCMS's Tampon Tax Fund. Through a programme of psychoeducation and information sessions, therapeutic groups and one-to-one sessions where needed we were able to support over 60 women who have been affected by domestic violence and trafficking. This has enabled us to grow and develop our therapeutic work and broaden the number of women we can support. Women also received yoga sessions, music therapy and kick boxing training to improve their general wellbeing.

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Year ended 31<sup>st</sup> March 2020

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### Early Parenthood Programme

#### **Bright Beginnings**

With renewed funding for a further three years by the National Community Lottery Fund, Bright Beginnings supports pregnant women and new mothers from refugee and migrant backgrounds. Originally devised as a series of bilingual workshops on aspects of parenting, the project has evolved to provide significant amounts of one-to-one advice and advocacy for each woman and the wider family. Our bilingual Family Mentors currently work in Spanish, Somali, Czech, Russian, Bulgarian, Arabic, Albanian, Turkish and Kurdish as well as English. This year we worked with 257 women, all of whom received individual support for themselves and their family. We put on 199 workshops and events, with a total of 1,761 attendees across these events.

Our evaluation report published in March 2020, highlighting findings and recommendations, has informed the ongoing development of the service for the next phase of funding. The report is available on our website.

#### **Camden Blossoms**

We support families in the London Borough of Camden specifically concerned with their perinatal mental health. This is commissioned by the Borough and is part of their perinatal mental health pathway. We have provided men and women with individual support, outreach events, and peer support.

As part of our work to support women in an holistic manner we were granted funding by Cloudesley, a local trust, to provide a space for women to pursue their own interests. Called *Me Time*, sessions were led by participants and guests on topics such as hair braiding, henna, cake decorating, knitting and yoga. Women were delighted to have time to think of themselves and not just their children.

#### **Cloudesley Partners**

During the year we were happy to become a Cloudesley Partner, which gives MGWT a small welfare and catalyst fund to distribute to clients who live in Islington, are ill and who live in poverty. The small grants have enabled clients to top up their phones, buy curtains, buy a laptop to study and other small interventions which have enabled them to move on with their lives.

#### **Early Years Services**

In addition to our Early Parenthood Programme, we provide early years education and childcare. We believe that a good start in life contributes to the wellbeing of everyone and we provide rich experiences for children aged two to five in our Nursery and Children's Centre. We work in close partnership with professionals and commissioners of Bright Start Islington, hosting colleagues within our Children's Centre, promoting access to early education and the benefits of play.

#### **Our Early Years Education and Childcare**

At both **Manor Gardens Nursery** and **Hornsey Road Children's Centre**, we provide environments that are inviting, stimulating and safe, where children can take part in and enjoy learning experiences which are both interesting and challenging to them. We recognise that all children are individuals and we provide a curriculum, in alignment to the Early Years Foundation Stage (EYFS), which meets the needs of each child. Our Nursery settings give children aged nought to five a varied and imaginative play experience, delivered by staff who have an excellent knowledge of how children learn. We have cosy, intimate settings laid out with different learning and play areas. Our staff encourage children of different ages to play together which reduces the stress of transitioning to other play areas as a child gets older. Our settings are judged to be 'good' (Manor Gardens Nursery, Ofsted March 2020) and 'good' (Hornsey Road Children's Centre, Ofsted 2017) stating:

*'Staff plan an ambitious, interesting and creative curriculum. They regularly extend their knowledge and teaching, for example by attending relevant training. The positive impact of this is apparent in the carefully planned educational programme for children.'* Manor Gardens Nursery, Ofsted Report 2020

*'Children are developing an understanding of diversity beyond their immediate family. They benefit from taking part in a wide range of activities that effectively teaches them about people in the wider world.'* Hornsey Road Children's Centre, Ofsted Report 2017

# Manor Gardens Welfare Trust

## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020

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Our staff are highly trained and experienced, and within the staff complement are graduate practitioners, including teachers. Safeguarding and child protection are paramount throughout our work. We continue to review the standard and quality of our provision throughout each term in partnership with Early Years Education in Islington Council and Bright Start Islington, and share good practice across our Early Years provision. Each of our settings work towards the Healthy Early Years London Award, which support the Mayor's Health Inequalities Strategy for every London child to have a healthy start to life, with improvements in healthy life expectancy, child obesity and wellbeing.

The capacity of our settings is 72 children at any one time, 24 at Manor Gardens Nursery and 48 at Hornsey Road Children's Centre, and we care for children from 9 months to the age of 5 years (school entry). We provide term-time only provision at Manor Gardens Nursery, and all year round and extended childcare hours at Hornsey Road Children's Centre. We complete rolling entry to the Nursery and have operated above 70% take up of admissions/places throughout the year.

### **Early Years campaign**

A grant from City Hall/Mayor of London enabled further partnership with Bright Start Islington to promote early years free 15 hours education and childcare to families with children approaching or aged 2 years. Take up of available places is 65% across the Borough and with underrepresentation of children from BAME communities. Our nursery and early Parenthood Programme staff used the grant to inform parents of the benefits of early years provision whilst building on our links across the borough and with Bright Start. We promoted early learning for children, emphasising the benefit of play and socialising at an early age, and targeting families and communities currently under-represented but eligible for this provision.

### **2. To optimise our income by sustaining and increasing our current and potential income streams to enable continued response to identified and emerging needs within communities.**

Manor Gardens Welfare Trust has a diverse income profile, securing funding for services commissioned by both Local Authority and Clinical Commissioning Groups (CCGs), charitable grants and trusts, and individual donors. In addition, unrestricted income is generated through the longer-term lease with 11 tenant organisations and short-term lettings of our premises, enabling the upkeep and investment in our owned property and support of the infrastructure and sustainability of the Organisation.

Local Authority and CCG commissioned services were delivered in three London Boroughs; Camden, Islington, and Newham.

Grants were received from City Hall/Mayor of London, National Lottery Community Fund (formerly Big Lottery), Peter Stebbings Fund, The Dovedale Foundation, and The Henry Smith Charity to design and deliver innovative services in London in response to identified need.

We received considerable support for our FGM work through a crowd-funding public appeal (Local Giving – Dahlia Project).

Individual giving was received both directly to the organisation and through local business partnerships.

All fundraising activity is carried out by MGWT staff and no professional or commercial fundraisers have been involved in fundraising. All fundraising is overseen by the Director of Fundraising and Development, a member of the Institute of Fundraising who abides by its code of conduct. MGWT has fully complied with fundraising standards and regulation, and received no complaints regarding our fundraising activities.

We continue to review our income streams, particularly when operating in an environment where there is continued demand and need alongside decreasing resources. We always seek to provide the most efficient services with maximum impact and value, considering effective service models, replicability and relevance to beneficiaries and communities.

### **3. To continually improve the performance and capability of individuals, teams and the whole organisation**

Our committed staff team are essential to our ability to deliver our vision of promotion of health, wellbeing, and social inclusion for the benefit of all, recognised as the organisation's biggest asset. We continue to strive to be an excellent employer, recognising the challenges and limitations that can be in place as a small charity and organisation, and adopt sector norms in terms and conditions of employment and aim to exceed these where possible. We continue to review our approach to valuing staff and ensuring they are working in an environment in which they are supported and developed.

We continue to contract Roots HR in the provision of HR Consultancy to provide additional capacity, resource, and expertise in our employment and management of staff, and assurance in meeting our legislative requirements and provision of policy framework as an employer.

### **4. To become a leader in our local community, influencing policy and increasing engagement with existing and emerging partnership bodies in Islington and across London; involvement with NCVO and ACEVO at regional and national level; input into national policy consultations.**

Partnership is essential to the success of our delivery and the effectiveness of our mission to help people take action to change their lives for the better. We cannot achieve sustainable change and impact by working in isolation. We engage, participate and influence by the following opportunities:

- Manor Gardens leads delivery and development of Health Exchange
- Representation and meetings with local Councillors take place throughout the year
- The Chief Executive is the Voluntary and Community Sector (VCS) representative on the Health and Wellbeing Board for Islington, which sits jointly with Haringey Health and Wellbeing Board twice a year.
- Manor Gardens is the founding partner with Islington Council in the Time to Change Islington organic hub.

#### **Health Exchange**

Hosted by Manor Gardens Welfare Trust, delivered in partnership with Islington CCG, and commissioned by London Borough of Islington, Health Exchange represents our commitment to an integrated approach to improving the health and wellbeing of Islington residents.

Health Exchange provides opportunity for people who are working in the Borough to come together to share ideas, information and knowledge. Collectively, we aim to improve the understanding of the health and wellbeing landscape, enable creative solutions to delivering wellbeing and support one another to identify service areas for future development. We are taking a lead role in the involvement and integration of statutory and voluntary sector organisations in finding solutions and approaches to health priorities and agendas. We recognise that to do so involves meaningful engagement and regular conversation between commissioners and providers, and representation and understanding of community voices and needs.

#### **Wellbeing events and activities**

Ensuring that the community in which we are based and which we serve knows about MGWT and has understanding of our services is a crucial part of our work. Although we carry out a large amount of outreach work during the year and partner with a large number of similar organisations, it is important to ensure the services of MGWT, and our partners, are known to those that may need them.

We have held a regular Summer Wellbeing Festival since 2016 and this has significantly raised our profile in the area, not only with local people but also with local organisations and businesses. Visitors and local organisations are able to share information, alongside activities promoting Wellbeing and offering an opportunity to connect to their local community. Over 400 people attended the Summer Wellbeing Festival on Saturday 29 June 2019 and there were 56 stalls, live music, four wellbeing taster sessions, Crazy Golf, fundraising stalls and Afternoon Tea in our garden.

In January 2020 we held our third Winter Wellbeing Festival at Islington Town Hall. This coincided and celebrated national Time to Talk Day, focused on reducing the stigma of mental health. Over 200 people dropped in during

# Manor Gardens Welfare Trust

## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020

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the event, and 20 local partners had information stalls. There were free seated yoga sessions and a chance to learn Latin American dancing, plus the chance to sing in a choir.

We continue to pursue opportunities to work in partnership, utilising our premises to do so and recognising that this provides valued community space and place for integrated access to support and help for all of the community.

5. **To continue the implementation of a planned programme for the upkeep and development of the estate, creating a safe and accessible co-location offer to similar organisations and charities, and as an asset to the local community.**

We maintain a safe and suitable environment for the provision of services by our charity and others, ensuring we meet all required Health and Safety requirements, and a good standard of facilities, with reliable systems, including IT to support efficient delivery, and full consideration of environmental impact. We recognise our responsibilities as landlord to our tenants and have in this year reviewed our lease documentation to provide greater clarification within this formal relationship, assisted by pro-bono support from Slaughter and May. Over 85% occupation of the estate was achieved throughout the year through utilisation of Manor Gardens Centre by MGWT staff and services and tenant organisations.

We plan and complete cyclical improvements considering capital investment with the Board of Trustees, overseen by the Senior Management Team, and implemented by both our Centre Manager and resident Site Manager. In this current year, we have reviewed and projected required cyclical work for the next three years. Occupancy of our buildings, both by our services and tenants, has allowed security of income for planning of investment to maintain the estate to a high standard.

### **Future Plans:**

In 2020/21, we will continue to pursue and develop services and opportunities consistent with our Mission Statement and Objectives, and continue to set ourselves the following objectives in achieving our Organisational Strategy 2020-25:

**Our people** – all who work with us will continue to be recognised as our biggest asset in achieving our vision and mission and therefore we will support, develop, and value all in their contribution.

**Partnerships** – we will be more effective, have greater impact, and achieve better outcomes when working with others, and we will continue to actively seek collaboration.

**Access for all** - we will ensure people can find us and the services available to them and actively work to break down barriers people face in society.

**Impact for all** – we will continue to develop service models and approaches which address gaps and respond to need, based on an understanding of people and communities.

**Efficient and accountable operations** – we will deliver effective and robust management and finance systems with the ability to adapt in response to external change in the sector.

More information about our current services and developments for the Charity can be found on our website at [www.manorgardenscentre.org](http://www.manorgardenscentre.org)

# Manor Gardens Welfare Trust

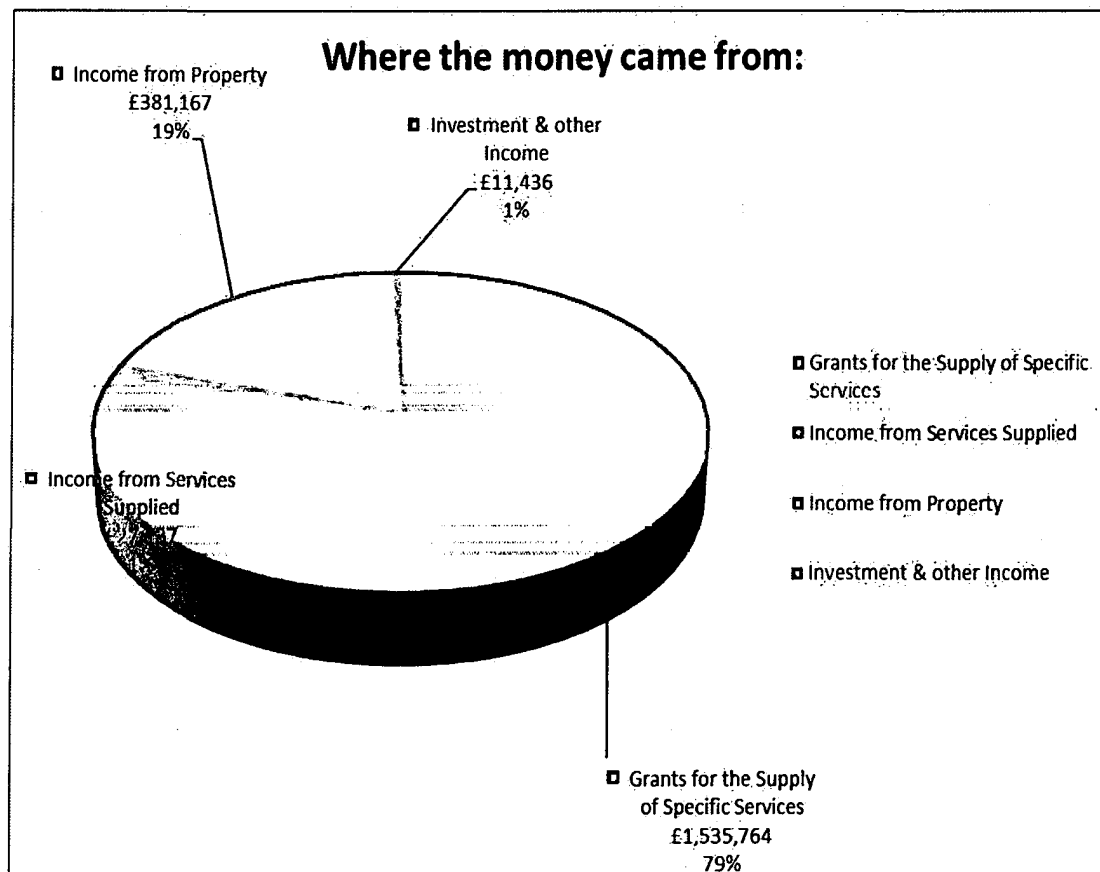
## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020

### FINANCIAL REVIEW AND RESULTS FOR THE YEAR ENDED 31ST MARCH 2020

The Statement of Financial Activities (SoFA) including an Income and Expenditure account set out on page 19, shows total income of £1,955,504 (2019: £1,518,084) and total expenditure £1,956,756 (2019: £1,407,249 ). This resulted in net deficit of £1,252 (2019: surplus ££110,835). The overall result is better than what we anticipated at the beginning of the year despite the current economic climate.

Below is the Summary of financial performance for the year in pictorial:

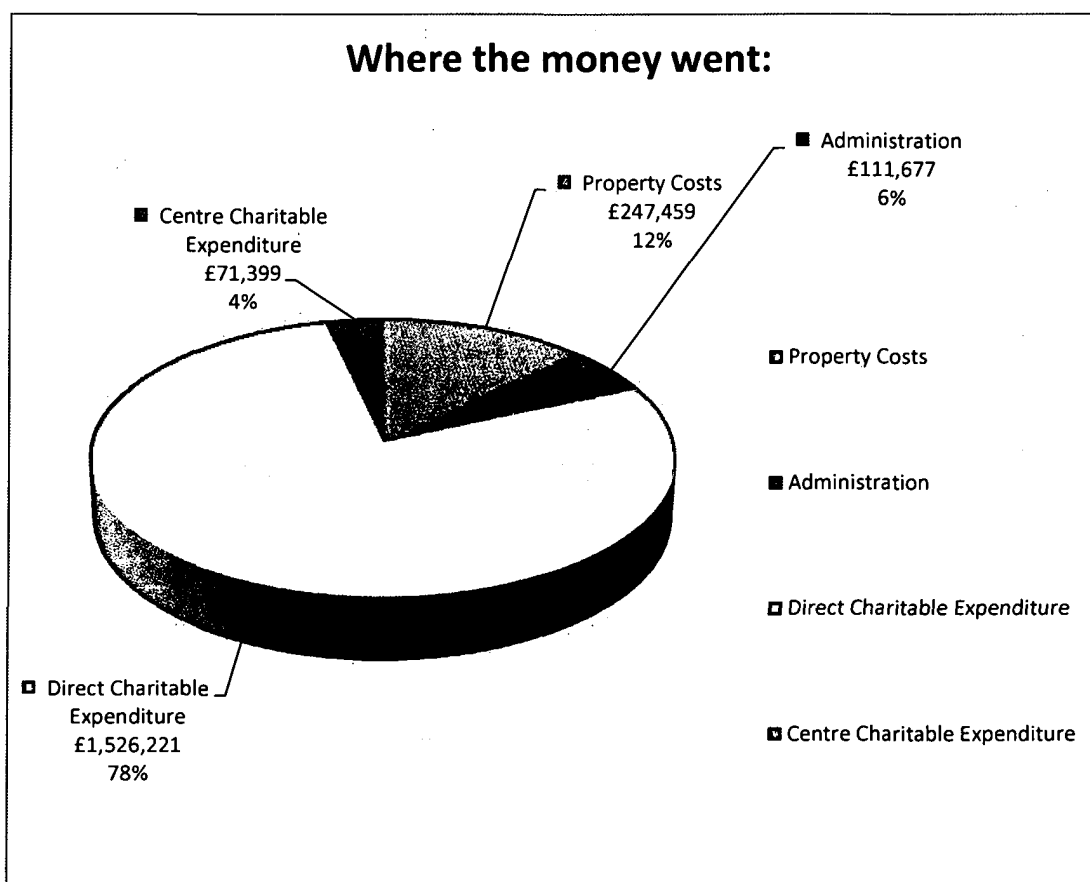




# Manor Gardens Welfare Trust

## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020



### FINANCIAL REVIEW AND RESULTS FOR THE YEAR ENDED 31ST MARCH 2020 (continued)

#### RESERVES POLICY

The Board has a long-term policy of increasing both the Revenue and Building Refurbishment Reserves (see note 11 to the accounts) to ensure that fluctuations in future income do not threaten the financial stability of the organisation. The uncertainties include grants from statutory bodies and rental income.

**Revenue Reserve:** The Revenue Reserve is needed to provide funds which can be made available for specific projects, and to assist with unforeseen economic events.

The Trustees believe that the level of this reserve should be gradually increased to the equivalent of three months' total expenditure calculated and reviewed annually. The reserve is being built up to the desired level in stages consistent with the Charity's overall financial position and its need to maintain its activities. The current level of this reserve is £269,851 compared with three months' total expenditure of £489,189 (this amount is higher due to the HRCC contract) based on the audited accounts.

**Building Refurbishment Reserve:** The Board's policy is to build up the Building Refurbishment Reserve, to £260,000, which equals 4% of the estimated value of the freehold premises (£6.5million). The purpose of this reserve is for the refurbishment of, and cyclical maintenance work on the Charity's premises. The Trustees expect to achieve this level of funding by a combination of specific donations, grants and transfers from general reserves. At the year end this reserve stands at £246,924.

**General funds** (see note 11 to the accounts) are donations and other incoming resources receivable or generated in furtherance of the Charity's objectives without further specified purpose and are available as general funds. The current level of Undesignated funds is £179,642.

# Manor Gardens Welfare Trust

## TRUSTEES' REPORT

Year ended 31<sup>st</sup> March 2020

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*Restricted Capital funds* (see note 12 to the accounts) comprise a building asset fund, a fixed asset fund and another grants fund. The building asset fund represents the original cost of, and initial improvements made to the Charity's original freehold premises; whereas the fixed asset fund represents the cost of assets funded by grants. The current level of the combined Capital funds is £512,463.

The policies for and levels of these reserves will continue to be monitored by Trustees on an annual basis. Further analysis of the reserves of the Charity can be found in notes 11 and 12 to the financial statements.

### INDEPENDENT AUDITORS

The statutory auditor, Anthony Daniel Armstrong FCA of Armstrong & Co, has indicated his willingness to be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

### STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS


The trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant audit information of which the charitable company's auditor is 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 auditor is aware of that information.

This report has been prepared in accordance with the Charities SORP FRS 102 (effective 1 January 2015) and with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The trustees have determined that the charitable company be audited under the Companies Act 2006 for the year ended 31<sup>st</sup> March 2020 and for future years. The charitable company would be required to be audited under charities legislation for the year ended 31<sup>st</sup> March 2020.

The trustees acknowledge and confirm their responsibilities for preparing the financial statements as detailed in the Statement of Trustees' Responsibilities set out on page 16.

Approved and authorised for issue by the Trustees on 9<sup>th</sup> October 2020 and signed on their behalf by:

 Allan Sutherland, Trustee

 Jenita Rahman ACA, Trustee

# Manor Gardens Welfare Trust

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31<sup>st</sup> March 2020

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The trustees (who are the directors of the charity for the purpose of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

# Manor Gardens Welfare Trust

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF MANOR GARDENS WELFARE TRUST For the year ended 31<sup>st</sup> March 2020

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We have audited the financial statements of Manor Gardens Welfare Trust for the year ended 31<sup>st</sup> March 2020 which comprise the Statement of Financial Activities, Statement of Financial Position and the Notes to the Accounts to the Financial Statements, including a summary of significant accounting policies. 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).

### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been properly 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 auditors' 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 the provisions available for small entities, 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 in the annual report, but does not include the financial statements and our report of the auditors 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 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.

### Opinion on other matter 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

# Manor Gardens Welfare Trust

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF MANOR GARDENS WELFARE TRUST For the year ended 31<sup>st</sup> March 2020

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- the directors' report included within the trustees' report has 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- 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 and take advantage of the small companies' exemptions in preparing the trustees' report.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities set out on page 16 the charity's 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 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 charitable company or to cease operations, or have no realistic alternative but to do so.


### **Our 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 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.

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 auditors' 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 and its members as a body, for our audit work, for this report, or for the opinions we have formed.

  
Anthony Daniel Armstrong FCA (Senior Statutory Auditor)  
for and on behalf of Armstrong & Co  
Chartered Accountants & Statutory Auditors

4a Printing House Yard  
Hackney Road  
London E2 7PR  
9<sup>th</sup> October 2020

**Manor Gardens Welfare Trust**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
Including an Income and Expenditure Account  
For the year ended 31<sup>st</sup> March 2020

	Note	UNRESTRICTED General Funds £	Designated Funds £	RESTRICTED £	2020 Total £	2019 Total £
<b>INCOME FROM:</b>						
Donations and legacies		242	-	-	242	127
Charitable activities						
Grants and service agreements	6/7	-	-	1,535,764	1,535,764	1,073,728
Rent and service charges		333,940	-	-	333,940	372,117
Room hire		47,227	-	-	47,227	31,672
Income from services supplied		27,137	-	-	27,137	25,415
Other		740	-	-	740	1,508
Investment income		3,023	-	-	3,023	2,394
Other income		7,431	-	-	7,431	11,123
<b>TOTAL INCOME</b>		<b>419,740</b>	<b>-</b>	<b>1,535,764</b>	<b>1,955,504</b>	<b>1,518,084</b>
<b>EXPENDITURE ON:</b>						
Raising funds		-	-	-	-	30
Charitable activities						
Service agreements	1	-	-	1,625,795	1,625,795	1,094,688
Health and welfare services	1	330,961	-	-	330,961	312,531
<b>TOTAL EXPENDITURE</b>		<b>330,961</b>	<b>-</b>	<b>1,625,795</b>	<b>1,956,756</b>	<b>1,407,249</b>
<b>NET INCOME / (EXPENDITURE)</b>		<b>88,779</b>	<b>-</b>	<b>(90,031)</b>	<b>(1,252)</b>	<b>110,835</b>
TRANSFERS BETWEEN FUNDS	11/12	(88,779)	(27,594)	116,373	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>-</b>	<b>(27,594)</b>	<b>26,342</b>	<b>(1,252)</b>	<b>110,835</b>
<b>RECONCILIATION OF FUNDS:</b>						
TOTAL FUNDS AT 1 APRIL 2019		179,642	544,369	1,062,091	1,786,102	1,675,267
<b>TOTAL FUNDS AT 31 MARCH 2020</b>	11/12	<b>179,642</b>	<b>516,775</b>	<b>1,088,433</b>	<b>1,784,850</b>	<b>1,786,102</b>

See Note 16 for a detailed analysis of 2019 prior year amounts.

All activities are classed as continuing.

There were no other recognised gains or losses other than those stated above.

The notes on pages 22 to 30 form an integral part of these audited financial statements.

# Manor Gardens Welfare Trust

Registered in England, company number 3386929

## STATEMENT OF FINANCIAL POSITION

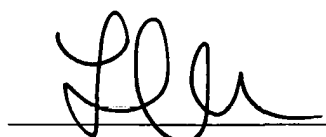
As at 31<sup>st</sup> March 2020

	Note	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	8	<b>863,771</b>	865,294
<b>CURRENT ASSETS</b>			
Debtors	9	<b>233,178</b>	69,128
Short term deposits		<b>227,638</b>	227,638
Cash at bank		<b>611,558</b>	804,856
Cash in hand		<b>3,204</b>	2,586
Pre Capital Exp		<b>3,219</b>	3,219
		<b>1,078,797</b>	1,107,427
<b>CREDITORS: amounts falling due within one year</b>	10	<b>(157,718)</b>	(186,619)
<b>NET CURRENT ASSETS</b>		<b>921,079</b>	920,808
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>1,784,850</b>	1,786,102
<b>NET ASSETS</b>		<b>1,784,850</b>	1,786,102
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted Funds	11	<b>696,417</b>	724,011
Restricted Funds	12	<b>1,088,433</b>	1,062,091
<b>TOTAL CHARITY FUNDS</b>		<b>1,784,850</b>	1,786,102

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard 102.

Approved and authorised for issue by the Trustees on 9<sup>th</sup> October 2020 and signed on their behalf by:

  
Allan Sutherland, Trustee

  
Jenita Rahman ACA, Trustee

# Manor Gardens Welfare Trust

## ACCOUNTING POLICIES

For the year ended 31<sup>st</sup> March 2020

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### BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with:

- a) Applicable UK accounting standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)';
- b) 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);
- c) The Companies Act 2006, and
- d) The Charities Act 2011.

### PUBLIC BENEFIT ENTITY

The Charity meets the definition of a public benefit entity under FRS 102.

### GOING CONCERN

The charity's income is derived from both non self-generated sources, such as grants, service level agreements and other governmental or NGO sources and self-generated sources, such as rental income and hire income etc. The trustees consider that there are no material uncertainties about the likelihood that this support will continue, and accordingly, the accounts have been prepared on a going concern basis.

### INCOMING RESOURCES

Incoming resources are the amounts derived from the provision of charitable services, the receipt of gifts, rents and grants falling within the charity's ordinary activities.

### INCOME RECOGNITION

All incoming resources are recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability. Income with conditions attached to its receipt is recognised when the conditions have been fulfilled.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

### RESOURCES EXPENDED

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of raising funds are those costs incurred in attracting voluntary income.

Charitable activities include expenditure associated with the provision of accessible health and welfare services and include both the direct costs and support costs relating to these activities.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

### GOVERNANCE COSTS

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include the audit fee.

Governance costs include those incurred in the governance of the Charity and its assets and are primarily associated with constitutional and statutory requirements and are included in support costs.



# Manor Gardens Welfare Trust

## ACCOUNTING POLICIES

For the year ended 31<sup>st</sup> March 2020

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### FIXED ASSETS AND DEPRECIATION

All fixed assets are initially recorded at cost. Freehold land is not depreciated. The Trustees are of the opinion that the freehold buildings have such a long useful economic life and such a high residual value that any depreciation charges arising are immaterial. Depreciation is being charged on other fixed assets retained by the Trust at rates estimated to write off their cost, less any residual value, over their expected useful lives. The expected useful lives are as follows:

Included within furniture and equipment:	
Furniture and equipment	10 years
Safety equipment	10 years
Computer equipment	3 years
Cafe equipment	5 years

### STOCK

Stock is valued at the lower of cost and net realisable value.

### LEASING CONTRACTS

The management and service charges are credited to the Statement of Financial Activities as they fall due over the period of the lease.

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

### UNRESTRICTED FUNDS

Unrestricted funds are donations and other incoming resources receivable or generated in furtherance of the Charity's objectives without further specified purpose and are available as general funds.

### DESIGNATED FUNDS

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

### RESTRICTED FUNDS

Restricted funds are to be used for specific purposes as laid down by commissioning authorities and donor's expenditure which meets these criteria is charged to the fund.

### TAXATION

The Company is a registered charity and does not trade and as such its income and gains are exempt from corporation tax to the extent that they are applied to its charitable objectives.

### PENSIONS

The Charity operates defined contribution schemes which are administered by outside independent pensions providers. Contributions payable for the year are charged to the Statement of Financial Activities.

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

### 1. COST OF CHARITABLE ACTIVITIES

	<u>Activities undertaken directly</u>		Support		
	Staff	Other	Costs	2020	2019
	Costs	Direct		Total	Total
	£	Costs	£	£	£
<b>RESTRICTED</b>					
Service agreements					
MG Nursery	135,387	44,792	11,755	191,934	186,331
Advocacy/Early Parenthood Programme	249,589	79,684	21,482	350,755	365,577
FGM Services	63,677	39,628	6,740	110,045	69,720
Stroke Service/Friendship Network	68,922	24,677	6,107	99,706	98,342
Wellbeing Service	79,729	20,311	6,527	106,567	103,456
Hornsey Road Children's Centre	508,264	136,597	42,072	686,933	271,262
Chorus Service	32,959	22,048	3,589	58,596	-
Syrian Fund Service	16,410	3,547	1,302	21,259	-
Total Service agreements	1,154,937	371,284	99,574	1,625,795	1,094,688
<b>UNRESTRICTED</b>					
Health and welfare services	310,691	-	20,270	330,961	312,531
<b>TOTAL COST OF CHARITABLE ACTIVITIES</b>	<b>1,465,628</b>	<b>371,284</b>	<b>119,844</b>	<b>1,956,756</b>	<b>1,407,219</b>

### 2. SUPPORT COSTS

	2020	2019
	£	£
General expenses	35,787	18,158
Legal and professional	1,680	-
Insurance	14,765	10,720
Telephone/Broadband	29,240	25,088
Postage	14,146	12,083
Copying	7,964	6,978
Bank charges	2,695	2,030
Stationery and office supplies	3,278	6,268
Training development and recruitment	3,208	4,088
Depreciation	11,117	11,392
Computing	16,874	15,542
Bad debts and provisions	2,599	2,498
Repairs and maintenance	38,143	37,737
Cleaning	42,629	39,136
Light and heat	40,906	23,637
Water rates	4,014	3,882
Management charges	5,357	5,192
Winter and Summer Wellbeing Festival	4,496	4,114
Recruitments	-	250
Website / Communications /Charity Log	1,757	1,080
Governance (see Note 3)	6,068	5,776
HR Resources	2,736	819
Staff Support	3,344	-
Keynote Speech and Annual Volunteers Event	-	738
Food Service	1,913	-
<b>Gross Costs</b>	<b>294,716</b>	<b>237,206</b>
Less: income from Projects excluded from SOFA (page 19)	(174,872)	(145,026)
<b>Net Support Costs (see note 1)</b>	<b>119,844</b>	<b>92,180</b>

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

### 3. GOVERNANCE COSTS

	2020	2019
	£	£
Accountancy and audit fees	4,800	4,800
Insurance	664	664
General expenses	604	312
	<u>6,068</u>	<u>5,776</u>

### 4. NET INCOMING RESOURCES FOR THE YEAR

	2020	2019
	£	£
This is stated after charging:		
Depreciation	11,117	11,392
Auditor's remuneration	<u>4,800</u>	<u>4,800</u>

### 5. EMPLOYEES

The average number of people employed during the year was as follows:

	2020	2019
	No	No
Senior Management Team	3	3
Projects and services	58	53
	<u>61</u>	<u>56</u>

Employment costs were:

	2020	2019
	£	£
Wages and salaries	1,220,032	898,338
Social security costs	101,583	73,976
Pension costs	26,281	21,112
	<u>1,347,896</u>	<u>993,426</u>

During the year one employee earned £60,000 or more and no Trustee received any remuneration or reimbursed expenses.

Pension costs relate to a defined contribution scheme. Contributions are charged in the years to which they relate.

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

### 6. INCOMING RESOURCES

Details of larger restricted grants and other funding received during the year include:

	2020	2019
	£	£
<b>Pre School</b>		
London Borough of Islington	111,080	126,107
<b>Health Advocacy Services</b>		
The Henry Smith Charity	-	44,700
Big Lottery	163,578	122,467
Camden Blossoms	70,000	70,000
London Borough of Hackney	-	20,000
Richard Cloudsley	3,000	10,000
Greater London Authority	7,500	-
<b>FGM Services</b>		
London Borough of Islington	-	1,050
The Eva Reckitt Trust	-	1,500
Peter Stebbings Memorial Charity	20,000	10,000
Crowdfunding FGM	-	18,137
London Borough of Newham/Hestia Housing & Support	64,333	80,000
Barts Health NHS Trust	11,004	-
London North University Healthcare NHS	11,004	-
<b>Chorus Service</b>		
DCMS Central	59,067	-
<b>Syrian Fund Service</b>		
London Borough of Islington	45,000	-
<b>Stroke and Friendship Network Service</b>		
NHS Islington CCG	66,664	66,664
London Borough of Islington (Local Initiative Fund)	1,933	1,500
Trullo	8,736	5,425
Mary Tyerman	-	5,000
<b>Wellbeing Service</b>		
London Borough of Islington – Community Mental Health & Welfare	111,108	112,881
London Borough of Islington	-	1,160
Ground Work	5,000	-
<b>Hornsey Road Children's Centre</b>		
London Borough of Islington	394,303	180,255
Greater London Authority	-	7,500
<b>Coronavirus Food Service</b>		
Age UK Islington	5,000	-
SHP	2,000	-
<b>Health Exchange</b>		
London Borough of Islington – VCS Partnership	25,000	25,000
<b>Islington Food Poverty Action Plan</b>		
Islington Food Poverty Action Plan	3,780	3,550

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

Shpresa Programme - Services for Albanian Women	-	1,910
<b>Others</b>		
Total of all other grants / fees / income	<b>346,674</b>	158,922
	<b>1,535,764</b>	<b>1,073,728</b>

### 7. PROJECTS: RESTRICTED REVENUE FUNDS

The table below shows the reserves of Projects for specific purposes, as included in Restricted Funds (see note 12):

	2020	2019
	£	£
MG Nursery	912	911
Health Advocacy / Early Parenthood Programme	72,681	113,874
FGM services	69,009	72,011
Stroke / Friendship Network Service	941	11,756
Wellbeing Service	98,471	82,068
Hornsey Road Children's Centre	40,361	39,491
Chorus Service	4,559	-
Syrian Fund Service	25,043	-
	<b>311,977</b>	<b>320,111</b>

### 8. TANGIBLE FIXED ASSETS

	Freehold Premises £	Furniture & Equipment £	Total £
<b>COST</b>			
1 <sup>st</sup> April 2019	802,624	298,094	1,100,718
Additions	9,594	-	9,594
Disposals	-	-	-
<b>31<sup>st</sup> March 2020</b>	<b>812,218</b>	<b>298,094</b>	<b>1,110,312</b>
<b>DEPRECIATION</b>			
1 <sup>st</sup> April 2019	-	235,424	235,424
Charge for the year	-	11,117	11,117
On Disposals	-	-	-
<b>31<sup>st</sup> March 2020</b>	<b>-</b>	<b>246,541</b>	<b>246,541</b>
<b>NET BOOK AMOUNT</b>			
<b>31<sup>st</sup> March 2020</b>	<b>812,218</b>	<b>51,553</b>	<b>863,771</b>
31 <sup>st</sup> March 2019	802,624	62,670	865,294

Freehold premises are shown at their original cost including the cost of additions and improvements. The Trustees have estimated the insurance value at £6,500,000.

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

### 9. DEBTORS

	2020	2019
	£	£
Service charges	229,073	54,435
Prepayments and accrued income	4,105	14,693
	<u>233,178</u>	<u>69,128</u>

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Operating creditors	34,405	55,603
Other taxes and social security	35,143	31,009
Other creditors and accruals	88,170	100,007
	<u>157,718</u>	<u>186,619</u>

Included in "Other creditors and accruals" are amounts outstanding to pension schemes at the balance sheet date of £4,913 (2019: £3,922).

### 11. UNRESTRICTED FUNDS

	Balance 1/4/19 £	Income £	Transfers £	Expenditure £	Balance 31/3/20 £
Designated (see note below)					
Building Refurbishment Reserve	246,924	-	-	-	246,924
Revenue Reserve	297,445	-	(27,594)	-	269,851
	<u>544,369</u>	<u>-</u>	<u>(27,594)</u>	<u>-</u>	<u>516,775</u>
General funds	179,642	419,740	(88,779)	(330,961)	179,642
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>724,011</u>	<u>419,740</u>	<u>(116,373)</u>	<u>(330,961)</u>	<u>696,417</u>

Designated funds have been set aside out of unrestricted funds by the Trustees to cover material fluctuations in rent and room hire income, essential and non-recurring administration costs, and non-recurring costs resulting from withdrawal of some or all of external funding for projects. Transfers represent unrestricted funds that have subsidised projects undertaken during the year that were associated with restricted funds.

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

12. RESTRICTED FUNDS	Balance	Movement in Funds			Balance
	1/04/19	Income	Transfers	Expenditure	31/03/20
	£	£	£	£	£
Capital funds:					
Building asset fund	274,047	-	-	-	274,047
Fixed asset fund	19,504	-	-	-	19,504
Other grants	218,912	-	-	-	218,912
	512,463	-	-	-	512,463
Revenue funds:					
Projects activities (note 7)	320,111	1,492,051	125,610	(1,625,795)	311,977
Other revenue funds	229,517	43,713	(9,237)		263,993
	1,062,091	1,535,764	116,373	(1,625,795)	1,088,433

Building asset fund: Original cost and initial improvements made to the Charity's original freehold premises.

Fixed asset fund: Cost of assets funded by grants.

Other grants: Capital grants received for specific purposes.

Projects activities: Restricted revenue funds that have been received in the year as set out in note 6.

Other revenue funds: Restricted funds not directly related to projects.

13. NET ASSETS ATTRIBUTABLE TO FUNDS	Unrestricted	Restricted	Total	Total
	£	£	31/03/20	31/03/19
Fixed assets	351,308	512,463	863,771	865,294
Current assets	502,827	575,970	1,078,797	1,107,427
Current liabilities	(157,718)	-	(157,718)	(186,619)
	696,417	1,088,433	1,784,850	1,786,102

## 14. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year or previous year.

There was no ultimate controlling party.

## 15. CONTINGENT LIABILITIES

The charity had no material contingent liabilities at 31<sup>st</sup> March 2020 nor at 31<sup>st</sup> March 2019.

# Manor Gardens Welfare Trust

## NOTES TO THE ACCOUNTS

For the year ended 31<sup>st</sup> March 2020

### 16. STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

	Note	UNRESTRICTED General Funds £	Designated Funds £	RESTRICTED £	2019 Total £
<b>INCOME FROM:</b>					
Donations and legacies		127	-	-	127
Charitable activities					
Grants and service agreements	6/7	-	-	1,073,728	1,073,728
Rent and service charges		372,117	-	-	372,117
Room hire		31,672	-	-	31,672
Income from services supplied		25,415	-	-	25,415
Other		1,508	-	-	1,508
Investment income		2,394	-	-	2,394
Other income		11,123	-	-	11,123
<b>TOTAL INCOME</b>		<b>444,356</b>	<b>-</b>	<b>1,073,728</b>	<b>1,518,084</b>
<b>EXPENDITURE ON:</b>					
Raising funds		30	-	-	30
Charitable activities					
Service agreements	1	-	-	1,094,688	1,094,688
Health and welfare services	1	312,531	-	-	312,531
<b>TOTAL EXPENDITURE</b>		<b>312,561</b>	<b>-</b>	<b>1,094,688</b>	<b>1,407,249</b>
<b>NET INCOME / (EXPENDITURE)</b>		<b>131,795</b>	<b>-</b>	<b>(20,960)</b>	<b>110,835</b>
TRANSFERS BETWEEN FUNDS	11/12	(131,795)	56,080	75,715	-
<b>NET MOVEMENT IN FUNDS</b>		<b>-</b>	<b>56,080</b>	<b>54,755</b>	<b>110,835</b>
<b>RECONCILIATION OF FUNDS:</b>					
TOTAL FUNDS AT 1 APRIL 2018		179,642	488,289	1,007,336	1,675,267
<b>TOTAL FUNDS AT 31 MARCH 2019</b>	<b>11/12</b>	<b>179,642</b>	<b>544,369</b>	<b>1,062,091</b>	<b>1,786,102</b>



# Manor Gardens Welfare Trust

## MANAGEMENT INFORMATION

For the year ended 31<sup>st</sup> March 2020

The following information does not form part of the audited financial statements

<b>CASHFLOW STATEMENT</b>	<b>Notes</b>	<b>Total Funds 2020 £</b>	<b>Prior Year Funds 2019 £</b>
<b>Cash generated from operating activities:</b>			
Net cash provided by/(used in) operating activities	<b>A</b>	<b>(183,086)</b>	<b>268,704</b>
<b>Cash flows from other sources:</b>			
Proceeds from sale of fixed assets		-	-
<b>Application of cash:</b>			
Purchase of fixed assets		<b>(9,595)</b>	<b>(14,823)</b>
Pre capital exp		-	(3,219)
<b>Net increase/(decrease) in cash</b>	<b>B</b>	<b>(192,681)</b>	<b>250,662</b>
Cash at bank at the beginning of the year	<b>B</b>	<b>1,035,081</b>	<b>784,419</b>
Cash at bank at the end of the year	<b>B</b>	<b>842,400</b>	<b>1,035,081</b>
<b>A RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES</b>		<b>2020 £</b>	<b>2019 £</b>
Net income/(expenditure) from SOFA (page 19)		<b>(1,252)</b>	<b>110,835</b>
Adjusted for:			
Depreciation		<b>11,117</b>	<b>11,392</b>
(Increase)/decrease in debtors		<b>(164,050)</b>	<b>87,429</b>
Increase/(decrease) in creditors		<b>(28,901)</b>	<b>59,048</b>
Net cash inflow/(outflow) from operations		<b>(183,086)</b>	<b>268,704</b>
<b>B ANALYSIS OF CASH AT BANK AND IN HAND</b>			
Change in year		<b>2020 £</b>	<b>2019 £</b>
Cash at bank and in hand	<b>(192,681)</b>	<b>614,762</b>	<b>807,443</b>
Short term deposits	-	<b>227,638</b>	<b>227,638</b>
	<b>(192,681)</b>	<b>842,400</b>	<b>1,035,081</b>