

**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**(A Company limited by guarantee)**  
**Co no 4000559**

**(A REGISTERED CHARITY – No 1084019)**

**Report and financial statements**

**For the year ended 31 October 2012**



**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**(A Company limited by guarantee)**

**REPORT AND ACCOUNTS 2012**

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## **HOGARTH CHARITABLE TRUST COMPANY LIMITED**

### **Annual Report for the year ended 31 October 2012**

The trustees and directors present their report together with the accounts for the year ended 31 October 2012

#### **Charitable Status**

The Hogarth Charitable Trust Company Limited is a company limited by guarantee, number 4000559 and a registered charity, number 1084019

#### **Registered Office and Principal Address**

Hogarth Community & Youth Centre  
Duke Road  
London W4 2DR

#### **Governing document**

The provisions regulating the purposes and administration of the charity are governed by the Memorandum and Articles of Association of the limited company

#### **Directors and Trustees**

The following individuals served as directors and trustees during the year

Timothy Oakley  
Paul Clabburn (appointed 12/10/12)  
Patrick Brougham (appointed 8/10/12)  
Fred Lucas (appointed 1/2/12)  
David Bentley (re-appointed 11/12/12)

Paul Clampin (resigned 1/2/12)  
David Bentley (resigned 29/1/12)

At year end, there were five registered trustees who work pro bono for the company

#### **Bankers**

HSBC Bank plc  
281 Chiswick High Road  
London W4 4HJ

#### **Independent Examiner**

Peter Torino – Aims Accountants for Business  
25 Leith Mansions  
Grantully Road  
London W9 1LQ

## **HOGARTH CHARITABLE TRUST COMPANY LIMITED**

### **Annual Report for the year ended 31 October 2012 – *continued***

#### **Aims**

The objects of the Company shall be to promote the benefit of young people of the London Borough of Hounslow without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people, and in particular, to provide an alternative to residential care and custody for young people in trouble

The Company works in partnership with the London Borough of Hounslow which partly funds its operations along with various grants and donations and self generated activity income

#### **Organisation**

The charity operates from the Hogarth Community and Youth Centre. The office is staffed by a Centre Manager (Tony Heap, part-time) and Senior Youth Officer (Denny Anthony, full time). In addition there are part time youth workers, including Dempsey Earles

In addition, a user forum meets on an ad hoc basis to discuss the centre's operations

Some local people also voluntarily help the centre's activities

#### **Main Activities and achievements**

The activities of the Company include

- 1 Youth programmes for young people aged 8-21
- 2 Holiday schemes
- 3 Licensing space to appropriate licensees to help fund activities

#### **Review of progress and achievements**

The company's income in the year ended 31 October 2012 amounted to £90,072 (2011 - £83,376)

#### **Review of financial activities and affairs**

The attached financial statements show the current statement of finances, which the trustees consider to be sound. The operations this year resulted in a surplus of £12,279 (2011 - £3,586)

The reserves now amount to £131,702. All cash reserves are held in bank accounts – current and deposit

## HOGARTH CHARITABLE TRUST COMPANY LIMITED

### Directors' Annual Report for the year ended 31 October 2012

The directors present the annual report and the unaudited financial statements for the year to 31 October 2012

#### Principal Activity

The principal activity of the Company is to promote the benefit of young people of the London Borough of Hounslow without distinction of gender, sexual orientation, nationality or race, or of religious or other opinions by the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the quality of life for young people, and in particular, to provide an alternative to residential care and custody for young people in trouble

#### Review of the business and future prospects

The company anticipates continuing in the same activity for the foreseeable future. In the current financial year 2012/13, the board of trustees have established the following key priorities (i) to continue to raise local awareness of the centre's activities (ii) to recruit additional independent trustees (iii) to augment contact with the relevant local authorities which contribute to the centre's funding (iv) to continue to improve the centre's operating cost and revenue efficiency, targeting a meaningful reduction in the outstanding trade debtors (v) to continue to monitor licensee activities in order to ensure full license compliance and so protect the centre's reputation and integrity

#### Results

The company recorded a surplus of £12,279 in the year

#### Directors and their interests

The present directors are shown on page 3

#### Auditors

The accounts are not required to be audited as the turnover of the company is below £1,000,000

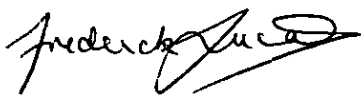
#### Company Exemption

For the year ended 31 October 2012, the company was entitled to exemption under section 477 of the Companies Act 2006. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors and trustees acknowledge their responsibility for

- i) Ensuring the company keeps accounting records which comply with the act
- ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year in accordance with sections 394 and 395, and which otherwise comply with the applicable requirements of the Companies Acts relating to the accounts

Approved by the Board of Directors and signed on its behalf

F Lucas



Date 14<sup>th</sup> May 2013

**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

I report on the financial statements annexed

**Respective responsibilities of Trustees and Examiner**

As the charity's Trustees you are responsible for the preparation of financial statements, you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7) (b) of the Act, whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention

- A) which gives me reasonable cause to believe that in any material respects the requirements
- to keep accounting records in accordance with Section 41 of the Act, and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met, or

- B) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Peter Torino B Sc ACA  
AIMS Accountants for Business  
25 Leith Mansions  
Grantully Road  
London W9 1LQ

Date

14/5/13

Reg No 4000559  
**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 OCTOBER 2012**

	Notes	2012 General Funds £	2012 Restricted Funds £	2012 Total £	2011 £
<b>INCOME AND EXPENDITURE</b>					
<b>Incoming Resources</b>					
Grant LBH – Community Inv Fund			7,500	7,500	23,700
Grant LBH – Classroom/Youth Ser			1,103	1,103	1,000
Grant - Awards for All				0	9,700
LBH Youth Service				0	0
Grant PEEPS/PAYP			12,135	12,135	2,342
PEEPS – Chiswick School				0	0
PEEPS - Youth Activity			1,490	1,490	0
PEEPS - Summer Projects			4,180	4,180	2,262
PEEPS - Zest for Life				0	0
Workshops				0	329
Open College Network				0	0
Donations		370		370	125
Self Generated Income	10	63,236		63,236	43,862
Bank interest		58		58	56
<b>Total Incoming Resources</b>		<b>63,664</b>	<b>26,408</b>	<b>90,072</b>	<b>83,376</b>
<b>EXPENDITURE</b>					
<b>Direct Charitable Expenditure</b>					
PEEPS/PAYP Expenses			8,273	8,273	8,226
Pers Dev Trust Hallway				0	0
Media Room				0	0
Marit Mohn Gym				0	0
Canteen supplies		2,882		2,882	2,697
Other Direct Expenses			1,610	1,610	627
<b>Sub Total</b>		<b>2,882</b>	<b>9,883</b>	<b>12,765</b>	<b>11,550</b>
<b>Management and Administration</b>					
Administrative expenses		7,904	512	8,416	12,021
Administrative salaries	3	23,297	1,512	24,809	36,959
Premises costs	11	29,866	1,937	31,803	19,260
<b>Sub Total</b>		<b>61,067</b>	<b>3,961</b>	<b>65,028</b>	<b>68,240</b>
<b>Total Expenditure</b>		<b>63,949</b>	<b>13,844</b>	<b>77,793</b>	<b>79,790</b>
<b>Net incoming resources in year</b>		<b>(285)</b>	<b>12,564</b>	<b>12,279</b>	<b>3,586</b>
Fund balances b/fwd 31 Oct 11		40,196	79,227	119,423	115,387
Transfer of Funds	9	4,180	(4,180)	0	0
<b>Fund balances c/fwd 31 Oct 12</b>		<b>44,091</b>	<b>87,611</b>	<b>131,702</b>	<b>119,423</b>

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

**Reg No 4000559**  
**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**BALANCE SHEET AT 31 OCTOBER 2012**

	Note	2012 £	2011 £
<b>FIXED ASSETS</b>			
Tangible assets	5	<u>7,804</u>	9,843
<b>CURRENT ASSETS</b>			
Debtors	6	9,716	5,171
Cash at bank and in hand		<u>115,614</u>	106,440
		125,330	111,611
<b>CREDITORS: Amounts falling due within one year</b>	7	<u>1,432</u>	2,031
<b>NET CURRENT ASSETS</b>		<u>123,898</u>	109,580
<b>NET ASSETS</b>	8	<u>131,702</u>	119,423
<b>FUNDS</b>			
Unrestricted	8a	44,091	40,196
Restricted	9	<u>87,611</u>	79,227
<b>TOTAL FUNDS</b>		<u>131,702</u>	119,423

In approving these financial statements as directors of the company we hereby confirm the following  
For the year in question the company was entitled to exemption under section 477 of the Companies Act 2006  
relating to small companies

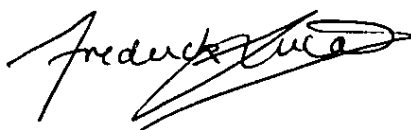
Directors' responsibilities

- 1) The members have not required the company to obtain an audit for its accounts for the year in question in accordance with section 476,
- 2) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

The accounts were approved by the Trustees and Directors on 15<sup>th</sup> May 2013

F Lucas  
Director





**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2011**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and Accounting and Reporting by Charities The Statement of Recommended Practice (SORP), published by the Charity Commissioners in March 2005. There have been no changes to the accounting policies.

**Income**

Donations and other income are accounted for when they are received, with the exception of restricted funds. Interest from deposit accounts is disclosed on a cash basis, where the effect is not materially different from using the accruals basis.

**Expenses**

Expenses are accounted for on the accruals basis.

**Fund Accounting**

The General Fund represents funds for use at the company's discretion. The Restricted Funds represent funds given by the donors for specific projects.

**Tangible fixed assets**

Fixed assets are shown at historical cost and depreciation is provided, after taking account of any grants receivable, at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2012 and 2011
	%
Motor vehicles	25
Equipment	25

**2. TRUSTEE/DIRECTORS EMOLUMENTS**

The trustees of the company received no emoluments or expenses during the year.

**3. OTHER STAFF COSTS**

Gross administrative salaries amounted to £24,809 and were paid to Mr Heap (£14,400, Centre Manager), Mr Earles (£8,382, part time youth worker) and Ms Sedbariene (£2,025, Cleaner). The prior year salaries were Mr Heap £19,600, Mr Earles £8,378 and Ms Sedbariene £9,136.

The company pays for the whole of Mr Heap's salary and contributes to Mr Earles' salary (the council pays the balance). Ms Sedbariene is no longer an employee – her services appeared as an operating expense during 2011/12.

**4. INDEPENDENT EXAMINER**

The amount payable to the Independent Examiner for 2011/12 is £675 plus VAT. The cost of the independent examination was £200 and the cost of preparing the accounts was £475. A book keeper (Judy Donner) provides some time to the centre – in 2011/12 her expenses of £390 were paid by the Company.

**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2012**  
(continued)

**5. TANGIBLE FIXED ASSETS**

	<b>Other Tangible Assets £</b>	<b>Total £</b>
<b>Cost</b>		
At 1 November 2011	25,974	25,974
Additions	563	563
At 31 October 2012	<u>26,537</u>	<u>26,537</u>
<b>Depreciation</b>		
At 1 November 2010	16,131	16,131
For the year	2,602	2,602
At 31 October 2011	<u>18,733</u>	<u>18,733</u>
<b>Net Book Amounts</b>		
At 31 October 2012	<u>7,804</u>	<u>7,804</u>
At 31 October 2011	<u>9,843</u>	<u>9,843</u>

<b>6. DEBTORS</b>	<b>2012 £</b>	<b>2011 £</b>
Trade debtors	9,716	5,171
	<u>9,716</u>	<u>5,171</u>

<b>7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2012 £</b>	<b>2011 £</b>
Trade creditors	622	1,221
Accruals	810	810
	<u>1,432</u>	<u>2,031</u>

**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2012**  
*(continued)*

**8. ANALYSIS OF NET ASSETS BY FUNDS**

	Unrestricted Fund £	Restricted Fund £	Total £
Fixed Assets	7,804	0	7,804
Net Current Assets	<u>36,287</u>	<u>87,611</u>	<u>123,898</u>
Net Assets	<u>44,091</u>	<u>87,611</u>	<u>131,702</u>

**8 a) ANALYSIS OF THE UNRESTRICTED FUND**

General Reserve Maintenance £	General Reserve Expenses £	Balance £	Total £
<u>4,125</u>	<u>4,125</u>	<u>39,966</u>	<u>44,091</u>

**9. RESTRICTED FUNDS**

	£
At 1 November 2011	79,227
Net incoming resources	<u>12,564</u>
Sub Total	91,791
Transfer of Funds	<u>(4,180)</u>
At 31 October 2012	<u>87,611</u>

**10. SELF GENERATED FUNDS**

Self generated funds primarily comprised income from licenses. The income was received from the following sources

	31/10/2012 £	31/10/2011 £
Mercury Training	12,285	13,233
Piccolo Cafe & Hall	16,337	9,399
PSSA	10,511	1,777
Red Bus*	8,772	6,053
Chinese Medicine	4,557	3,832
Tumbletots	2,086	2,133
Little Kickers	2,616	1,799
Maternally Fit	2,033	2,999
Others	<u>4,039</u>	<u>2,637</u>
<b>Total</b>	<u><b>63,236</b></u>	<u><b>43,862</b></u>

\* Included in Red Bus 2012 license fees is £3,500 for Karate dojo activities (none in 2011)

**HOGARTH CHARITABLE TRUST COMPANY LIMITED**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2012**  
*(continued)*

**11. PREMISES COSTS COMPRISED:**

	31/10/2012	31/10/2011
	£	£
Cleaning	7,951	3,542
Security	1,900	0
Repairs	4,215	1,135
Heat & Light	14,243	14,583
License rebate	3,155	0
Other	340	0
	<u>31,803</u>	<u>19,260</u>

Security costs include payments to Securitas for the centre's alarm system and to the caretaker, Ricky Vaughn

Higher repair costs reflect an overhaul of the centre's main boiler system

**12. POST BALANCE SHEET EVENT**

Included in 2012 income was a grant of £3,000 which was not used in the year and was repaid after 31 October 2012. At year end 2011/12, the trustees were not aware of any other material contingent liabilities