

CHARITY NUMBER: 1138467  
COMPANY NUMBER: 07175202

**THE WEST END COMMUNITY TRUST**  
**Trustees' Report and Unaudited Accounts**  
**for the year ended 31 March 2012**

**THE WEST END COMMUNITY TRUST**  
**Trustees' Report for the year ended 31 March 2012**

**Legal and Administrative Details**

Charity Commission registered number	1138467
Companies House registered number	07175202
Registered address	14 Old Compton Street London W1D 4TH
Trustees	C Hacker J Chambers I A Freeman J Doeser
Independent examiner	Howard Strudwick Heywards 6 <sup>th</sup> Floor Remo House 310-312 Regent Street London W1B 3BS

**THE WEST END COMMUNITY TRUST**  
**Trustees' Report for the year ended 31 March 2012**

**Structure, Governance and Management**

The West End Community Trust was incorporated as a private company limited by guarantee on 2 March 2010 (registered number 07175202) and registered with the Charity Commission on 19 October 2010 (registered number 1138467). The charity is governed by its Memorandum and Articles of Association dated 27 September 2010.

**Trustees**

The Trustees who served during the year, who are also directors of the charitable company for the purpose of company law, were:

C Hacker (appointed on 2 March 2010)  
J Chambers (appointed 10 January 2011)  
I A Freeman (appointed 2 November 2010)  
J Doeser (appointed 22 October 2012 )

**Objectives and Activities**

The objects of the Trust are:

1. To develop the capacity and skills of persons who are socially and economically disadvantaged, primarily but not exclusively in the West End Ward of the City of Westminster, in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.
2. To relieve financial hardship, ill-health and other charitable need, in particular but not exclusively in the West End Ward of the City of Westminster, by providing a forum to enable charitable and other organisations to better co-ordinate their work.
3. Such other purposes that are exclusively charitable according to the laws of England and Wales as the trustees at their absolute discretion may determine.

The Trust has three core activities - the West End Time Bank, the Soho Caring Agencies Forum and the running of community events

The trustees confirm that they have given due consideration to the Charity Commission's published guidance on the public benefit requirement.

**Achievements and Performance**

The trust has continued its work in the West End and at the time of this report over 3,000 hours had been exchanged by members of the West End Time Bank. Community events have been held throughout the year including coffee mornings, the annual Tea Dance, a trip to the coast, a film club and the Christmas Party. The Soho Caring Agencies Forum continues to meet - now in its 12th year. A Big Lottery grant was secured during the year for the WISH project which was an intergenerational project bringing Soho Parish School children together with the older members of the community over lunch.

**THE WEST END COMMUNITY TRUST**  
**Trustees' Report for the year ended 31 March 2012**

**Financial Review**

The Trust has had a good year and funding has more than met its commitments. It is currently seeking funding to secure the forthcoming year and is well placed to continue its work in the community.

It is the Trust's policy to retain reserves equivalent to four months' expenditure. The reserves at 31 March 2012 are equivalent to just over four months of expenditure.

**Trustees' Responsibilities Statement**

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.



C Hacker

Trustee

Date:

19/12/12

## Heywards Chartered Accountants

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WEST END COMMUNITY TRUST**

I report on the financial statements of the charitable company for the year ended 31 March 2012 which are set out on pages 5 to 8.

This report is made solely to the company's Trustees, as a body, in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustee as a body, for my work or for this report.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 43 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the Act; and
- state 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 Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as Trustee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **INDEPENDENT EXAMINER'S STATEMENT**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



**Howard Strudwick for and on  
Behalf of Heywards  
Chartered Accountants**

**6<sup>th</sup> Floor**  
Remo House  
310-312 Regent Street  
London W1B 3BS

**THE WEST END COMMUNITY TRUST**

**Statement of Financial Activities  
(incorporating the Income and Expenditure Account)  
for the year ended 31 March 2012**

	<i>Note</i>	Year ended 31 March 2012 £	Period ended 31 March 2011 £
<b>INCOMING RESOURCES</b>			
Incoming resources from generated funds:			
Voluntary income	2	16,890	26,294
		<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>		16,890	26,294
<b>RESOURCES EXPENDED</b>			
Fundraising	3	(1,620)	(1,200)
Charitable activities		20,781	(14,189)
Governance		-	(252)
		<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>		(21,981)	(15,641)
		<hr/>	<hr/>
<b>NET INCOMING RESOURCES</b>		(5,091)	10,653
		<hr/>	<hr/>
<b>NET MOVEMENT IN FUNDS</b>		(5,091)	10,653
		<hr/>	<hr/>
Fund balance at 1 April 2011		10,653	-
<b>FUND BALANCE AT 31 MARCH 2012</b>	5	<hr/> 5,562	<hr/> 10,653
		<hr/>	<hr/>

All funds are unrestricted.

All activities are classed as continuing.

**THE WEST END COMMUNITY TRUST**  
**Company number: 07175202**  
**Balance Sheet as at 31 March 2012**

	<i>Note</i>	As at 31 March 2012 £	As at 31 March 2011 £
<b>CURRENT ASSETS</b>			
Other debtors		3,546	5,080
Cash at bank and in hand		2,605	6,737
		<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
		6,151	11,817
<b>LIABILITIES</b>			
Amounts falling due within one year			
Accruals		(589)	(1,164)
		<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
<b>NET ASSETS</b>		<b>5,562</b>	<b>10,653</b>
		<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>5</b>	<b>5,562</b>	<b>10,653</b>
		<hr style="width: 100%;"/>	<hr style="width: 100%;"/>

For the year ended 31 March 2012, the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the Company to obtain an audit in accordance with section 476 of the Companies Act 2006; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

The accounts were approved and authorised for issue by the Trustees on 19/12/12 and signed on their behalf by



C Hacker  
Trustee

# THE WEST END COMMUNITY TRUST

## Notes to the accounts for the year ended 31 March 2012

### 1. Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

#### 1.2 Voluntary income

Voluntary income received by way of grants and donations is credited to the Statement of Financial Activities on an accruals basis.

#### 1.3 Allocation of cost

Resources expended are allocated to either charitable activities, when applied in order to meet its charitable objectives or to governance costs when costs are incurred in the general running of the trust

#### 1.4 Resources expended

Charitable expenditure comprises costs directly associated with the fulfilment of the charitable objectives of the charity, including social activities, management and administrative overheads. Governance costs include those costs which have been incurred in complying with the charity's constitutional and regulatory obligations.

#### 1.5 Liabilities

Liabilities are recognised when a constructive obligation arises which results in a payment being unavoidable.

#### 1.6 Fund accounting

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

### 2. Incoming resources from generated funds - Voluntary income

	Year ended 31 March 2012 £	Period ended 31 March 2011 £
Grants receivable	9,730	21,098
Donations	7,160	5,021
Other income	-	175
	<hr/>	<hr/>
	16,890	26,294
	<hr/>	<hr/>



## THE WEST END COMMUNITY TRUST

### Notes to the accounts (continued) for the year ended 31 March 2012

8.	Analysis of net assets between funds	Unrestricted funds £	Restricted funds £	Total £
	Fund balances at 31 March 2012 are represented by:			
	Current assets	6,151	-	6,151
	Creditors: amounts falling due within one year	(589)	-	(590)
		<u>5,562</u>	<u>-</u>	<u>5,562</u>