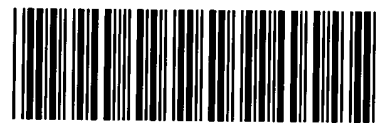


HOGARTH CHARITABLE TRUST COMPANY LIMITED
(A Company limited by guarantee)
Co no 4000559

(A REGISTERED CHARITY – No 1084019)

Report and financial statements

For the year ended 31 October 2016



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

REPORT AND ACCOUNTS 2015/16

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HOGARTH CHARITABLE TRUST COMPANY LIMITED

Annual Report for the year ended 31 October 2016

The trustees and directors present their report together with the accounts for the year ended 31 October 2016.

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 served as directors and trustees during the financial year:

Fred Lucas (appointed 1/2/12)
Patrick Brougham (appointed 8/10/12)
Basil Fraser (appointed 2012)

During the financial year ending 31 October 2016, these three trustees worked pro bono for the company. Having met on 8 October 2015, trustee meetings occurred three times during the financial year (10 March, 23 June and 5 October 2016). Trustees also met LBH staff Veronica Watts and James Fox on 15 December 2015. Aside from their fiduciary duties, during the year the trustees had the following additional priorities:

1. To enhance the frequency and level of engagement between the centre and the relevant officers at the London Borough of Hounslow (LBH) – *LBH representatives attended some meetings.*
2. To reduce the level of licensee trade debtors – *good progress was achieved by pursuing late payers more vigorously and reminding all licensees of their obligations. As a result the trust ended the financial year with negative trade debtors for the first time in its history.*
3. To recruit more trustees in advance of expected trustee retirement – *two new trustees joined the board in the financial year 2016/17 - Jakob Romanowski and Fabio Carpene. Both bring relevant experience of public buildings operations and health & safety.*
4. To raise local awareness of the centre and its youth activities – *this remains an ongoing priority.*
5. To enhance the security protocol for financial disbursements from the trust – *by issuing the centre manager with a debit card, the trust has substantially reduced the need to issue cheques.*
6. To simplify and enhance disclosure of the trust's annual financial statements – *this has been achieved with more detailed notes to the financial accounts.*

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Annual Report for the year ended 31 October 2016

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 2016 – *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 (i) partly funds its operations along with other third party grants and donations which supplement the centre's self-generated activity income (ii) provides input regarding the centre's child protection measures.

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 e.g. Danielle Hutchinson. Others 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 for the youth.
3. Licensing space to appropriate licensees to partly fund the centre's youth activities.

Review of progress and achievements

The company's income in the year ended 31 October 2016 amounted to £56,620 (2015 - £52,390). The 8.1% increase is due (1) higher grants from the London Borough of Hounslow (2) increased (license fee increment) third party license fees, partly offset by lower canteen sales and interest income.

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 deficit of £ (23,147) (2015 - £(25,267)). The reserves at year end were £85,651 (2015 - £108,797) and included cash of £67,765 (2015 - £71,963). All cash reserves are held in HSBC bank accounts – a current account and a separate deposit account.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Directors' Annual Report for the year ended 31 October 2016

The directors present the annual report and the unaudited financial statements for the year to 31 October 2016.

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 next financial year. Funding remains the centre's key challenge given much reduced financial contributions from LBH.

In the current financial year 2016/17 the board of trustees has established the following key priorities:

- To ensure to the centre's financial viability following the proposed very material budget cuts for LBH's Youth Services which are likely to be implemented in Q4 2017.
- To continue to raise local awareness of the centre's community activities using more proactive media programs.
- To raise more money from third party grants and donations.
- To recruit more independent trustees to expand the skill set and life experience of the board of trustees. We are looking for members of the local community with experience of working with local government.
- To maximize the centre's space utilisation by securing new third party licensees and to consider new and appropriate users for the centre.
- To continue to monitor all licensee activities in order to ensure full license compliance and so protect the centre's reputation and integrity.
- To continue to enhance the centre's health & safety protocols and controls in order to protect all centre users, but especially the young people.
- To build better working relationships with the centre's neighbours, notably St. Mary's School.

Results

The company recorded a deficit of £ (23,147) in the financial year ended 31 October 2016.

HOGARTH CHARITABLE TRUST COMPANY LIMITED

Directors' Annual Report for the year ended 31 October 2016 (*continued*)

Directors and their interests

The directors during the financial year 2015/16 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 2016, 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 22 MARCH 2017

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:

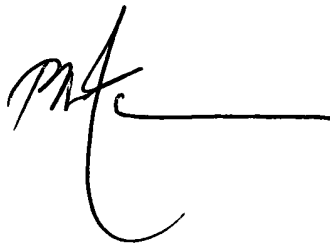
A) which gives me reasonable cause to believe that in any material respects the requirements

- 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 BSc ACA
AIMS Accountants for Business
25 Leith Mansions
Grantully Road
London W9 1LQ



Date: 22/3/17

Reg No 4000559
HOGARTH CHARITABLE TRUST COMPANY LIMITED
STATEMENT OF FINANCIAL ACTIVITIES PERIOD 1 November – 31 October

		2016 General Funds £	2016 Restricted Funds £	2016 Total £	2015 £
	Notes				
INCOME AND EXPENDITURE					
Incoming Resources					
Grants & Donations	10	0	7,387	7,387	4,351
<i>Internally generated</i>					
Licence Fees	11	47,892		47,892	46,424
Canteen Sales		1,298		1,298	1,565
Bank interest		43		43	50
Total Incoming Resources		49,233	7,387	56,620	52,390
EXPENSES					
Youth Projects			437	437	1,103
Easter Project			1,396	1,396	
Summer Project			4,626	4,626	3,456
Other	16	2,150		2,150	1,350
Utilities	13	17,507		17,507	19,860
Canteen supplies		4,937		4,937	5,294
Cleaning	14	9,306		9,306	10,279
Building maintenance	14	10,510		10,510	4,019
Depreciation		8,659		8,659	8,659
Bad debts	15	144		144	1,850
Building security		1,095		1,095	1,634
Sub Total		54,308	6,459	60,767	57,504
MANAGEMENT & ADMIN					
Centre manager	3	14,400		14,400	15,600
Administration	12	1,392		1,392	2,643
Audit & Bookkeeping		1,508		1,508	360
Accounts review	4	810		810	810
Trustee public liability insurance		286		286	740
Clubs for young people insurance		603		603	
Sub Total		18,999		18,999	20,153
Total Expenditure		73,307	6,459	79,766	77,657
Net incoming resources in year		(24,074)	928	(23,147)	(25,267)
Balances b/fwd. 31 Oct 14		(4,414)	113,211	108,797	134,064
Transfer of Funds	9			0	0
Balances c/fwd. 31 Oct 15		(28,488)	114,139	85,651	108,797

The notes on pages 11 to 15 form part of these accounts

Reg No 4000559
HOGARTH CHARITABLE TRUST COMPANY LIMITED
BALANCE SHEET AT 31 OCTOBER 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Net tangible assets	5	<u>27,873</u>	<u>36,532</u>
CURRENT ASSETS			
Debtors	6	(1,737)	2,040
Cash at bank and in hand		<u>67,765</u>	<u>71,963</u>
		66,028	74,003
CREDITORS: Amounts falling due within one year	7	<u>(8,250)</u>	<u>(1,738)</u>
NET CURRENT ASSETS		<u>57,778</u>	<u>72,265</u>
NET ASSETS	8	<u><u>85,651</u></u>	<u><u>108,797</u></u>
FUNDS			
Unrestricted	8a	(28,488)	(4,414)
Restricted	9	<u>114,139</u>	<u>113,211</u>
TOTAL FUNDS		<u><u>85,651</u></u>	<u><u>108,797</u></u>

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 **22 MARCH 2017**

F. Lucas
Director



HOGARTH CHARITABLE TRUST COMPANY LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2016

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 November 2016. 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. The reducing balance is used for motor vehicles and equipment whilst original cost is used for property improvements.

	2016 and 2015
	%
Motor vehicles	25
Equipment	25
Property Improvements	10

2. TRUSTEE/DIRECTORS EMOLUMENTS

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

3. CONTRACTOR COSTS

Gross administrative costs amounted to £14,400 and were paid to Mr Heap (Centre Manager). The prior year costs were £15,600 which included a catch up payment of one month (£1,200) which was owed from the prior financial year to Mr Heap. The company continues to pay for the whole of Mr Heap's costs.

4. ACCOUNTS REVIEW

The amount payable to the Independent Examiner for 2015/16 is £675 plus VAT at 20%. The cost of the independent examination was £200 and the cost of preparing the accounts was £475 excluding VAT.

HOGARTH CHARITABLE TRUST COMPANY LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2016 (continued)

5. TANGIBLE FIXED ASSETS

	Other Tangible Assets £	Total £
Cost		
At 1 November 2015	73,463	73,463
Additions		
At 31 October 2016	<u>73,463</u>	<u>73,463</u>
Depreciation		
At 1 November 2015	36,931	36,931
For the year	<u>8,659</u>	<u>8,659</u>
At 31 October 2016	<u>45,590</u>	<u>45,590</u>
Net Book Amounts		
At 31 October 2015	<u>36,532</u>	<u>36,532</u>
At 31 October 2016	<u>27,873</u>	<u>27,873</u>

There were no fixed assets additions in 2015/16.

6. DEBTORS

	2016 £	2015 £
Debtors (see note 15)	<u>(1,737)</u>	<u>2,040</u>
	<u>(1,737)</u>	<u>2,040</u>

HOGARTH CHARITABLE TRUST COMPANY LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2016 (continued)

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Trade creditors	7,091	929
Accruals	1,159	809
	<u>8,250</u>	<u>1,738</u>

Trade creditors of £7,091 comprise the following: BT £63, Fast Property £(150), Kent Council £6,490, Mercer Heating £130, Mounir Barka £402, Mousetrap Theatre £60, Peter Torino £(100), Talk Talk £30 and Vidal Plumbing £165. Kent Council was owed £6,490 for electricity consumption. In the current financial year our electricity account is in query with Kent Council.

Accruals of £1,159 comprise the accountant's fee and approximately £350 commission owed to the youth worker Danielle Hutchinson for securing grants received in 2015/16.

8. ANALYSIS OF NET ASSETS BY FUNDS

	Unrestricted Fund	Restricted Fund	Total
	£	£	£
Fixed Assets	0	27,873	27,873
Net Current Assets	<u>(28,488)</u>	<u>86,266</u>	<u>57,778</u>
Net Assets	<u>(28,488)</u>	<u>114,139</u>	<u>85,651</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>(32,613)</u>	<u>(27,757)</u>

9. RESTRICTED FUNDS

	£
At 1 November 2015	113,211
Net incoming resources	<u>928</u>
Sub Total	114,139
Transfer of Funds	<u>0</u>
At 31 October 2016	<u>114,139</u>

10. GRANTS & DONATIONS

During the year the charity received grants totalling £7,387 as below.

	£
From LBH	
- Summer Project	459
- Easter Project	1,884
- Other	<u>3,224</u>
	<u>5,567</u>
From other sources	
- GLA Freesport Fund	1,500
- Others	<u>320</u>
	<u>1,820</u>

HOGARTH CHARITABLE TRUST COMPANY LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2016 (continued)

11. LICENCE FEES/SELF GENERATED FUNDS

Self-generated funds primarily comprised fees from third party licenses. During the year a two stage license fee increase (5% + 5%) was implemented across all license agreements. License fees were received from the following sources:

	31/10/2016	31/10/2015
	£	£
Fitnessology	12,720	11,814
Piccolo Cafe & Hall	19,551	19,786
Red Bus	792	1,368
Chinese Medicine	8,029	6,653
Maternally Fit	1,070	836
Dojo	3,953	3,840
Others	1,777	2,127
Total	47,892	46,424

12. ADMINISTRATION

Progress was made during the year reducing all components of the centre's administration costs

	31/10/2016	31/10/2015
	£	£
Computer costs	72	119
Stationery	106	371
Telephone	946	1,014
Sundry items	268	723
Youth worker	0	416
Total	1,392	2,643

13. UTILITY COSTS

	31/10/2016	31/10/2015
	£	£
Gas and Electricity	17,406	17,920
Water	101	1,940
	17,507	19,860

Water costs are shown net of a credit received from Thames Water for £1,169 due to a previous over payment.

HOGARTH CHARITABLE TRUST COMPANY LIMITED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2016 (continued)

14. BUILDING MAINTENANCE & CLEANING COSTS

	31/10/2016	31/10/2015
	£	£
Building repairs	10,510	4,019
Cleaning	9,306	10,279
	<u>19,816</u>	<u>14,298</u>

£7,649 of the building repairs cost in 2015/16 comprised the following: £1,099 art room water damage repairs, £2,475 various repairs around the building, £1,956 for boiler repairs, £925 lighting repairs around the building and £1,194 electrical hard wiring test and inspection .

15. DEBTORS ANALYSIS

In 2015/16, a licensee (Ron Burnett) stopped using the centre with fees owing of £144. The centre manager has been unable to trace the debtor and as a result a bad debt was recorded in 2015/16.

As below, the trade debtor position at 31/10/2016 ended for the first time in negative receivables of £(1,737). This compares to the prior year trade debtor balance £2,040. In the current financial year 2016/17, the debtor balance is matched to invoices issued.

	31/10/2016	31/10/2015
	£	£
Chinese Medicine	2	0
Dojo	339	160
Fitnessology	(1,281)	0
Piccolo Café	(820)	0
Maternally Fit	14	0
Red Bus	10	1,696
Others	<u>0</u>	<u>184</u>
	<u>(1,737)</u>	<u>2,040</u>

16. OTHER

Other of £2,150 comprises £1,539 training, £589 commission for Danielle Hutchinson for successful grant applications and £22 for travel.