

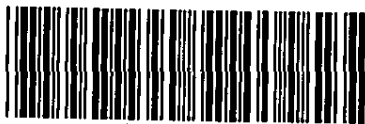
Registered number  
1673259

Fitzrovia Neighbourhood Association

Report and Unaudited Accounts

31 March 2011

WEDNESDAY



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COMPANIES HOUSE

***Accounting for Charities Ltd***

**Fitzrovia Neighbourhood Association**  
**Report and accounts**  
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## **Fitzrovia Neighbourhood Association Company Information**

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

The company is a registered charity

### **Trustees (Directors) at the date of this report**

Shafu Khanom (Chair)

Thomas Cleaver

Fiona Green

Clive Henderson

Linus Rees

### **Secretary and registered office**

C Henderson

39 Tottenham Street, London W1T 4RX

### **Accountants**

Accounting for Charities Ltd

Chartered Accountants

Arena, Holyrood Close, Poole, Dorset BH17 7BA

### **Bankers**

HSBC

### **Registered numbers**

Registered Company number 01673259

Registered Charity number 1111649

## **Fitzrovia Neighbourhood Association Report of the Trustees**

The Trustees present their report and accounts for the year ended 31 March 2011

### **Governance and management**

The Trustees who served during the year and up to the date of this report were as follows

Y Blumann	resigned 22 June 2010
T Cleaver	appointed 13 October 2011
F Green	
C Henderson	
S Khanom	
L Rees	

Directors/Trustees, who must be members, are elected by the members of Company at the Annual General Meeting for a two year term, and are eligible for re-election. New Directors/Trustees may be co-opted during the year from the membership to fill any vacancies identified. Such co-opted Directors/Trustees must retire at the next Annual General Meeting, but are eligible for re-election.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefits when reviewing the charity's aims and objectives and in planning its future activities. Their report on the activities undertaken by the charity to further its charitable purpose for the public benefit is given below.

### **Affiliations**

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

### **Objectives and activities**

Our objectives are set out in the charity's articles of association and are summarised below

Our charity aims to improve the quality of life for those who live and work in Fitzrovia.

We set a number of objectives in order to realise this:

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

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

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

## **Fitzrovia Neighbourhood Association**

### **Report of the Trustees**

#### How our activities bring public benefit

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider our work to bring direct benefit to those taking part in our activities and in receipt of our services and which are available to all residents of Fitzrovia and are free of any charge to the user. The trustees also consider the charity brings through its activities both direct and indirect benefit to our neighbourhood as a whole. The indirect benefit brought to the neighbourhood is incidental to the work of the charity. The trustees do not consider that the charity's activities cause any detriment or harm.

#### **Achievements and performance**

##### Advice Services

Between April 2010 and March 2011 we dealt with around 1,500 enquiries at our drop-in advice and information service at our neighbourhood centre. This service was available to both Camden and Westminster residents and to both men and women, one morning a week throughout the year. We also delivered a women-only advice and information service one morning a week throughout the year. We offered advice in English, Bengali, Sylheti, Urdu and French. The majority of our clients were over 50 years old and of Bangladeshi origin. Many of our clients have only verbal skills and are unable to read or write in their native language or English. Our advice service remained very busy throughout the year. We also gave advice, by appointment at regular outreach sessions, to people over 65 years old at a nearby sheltered housing project.

##### General Advice Service

This service helps to meet our objective to relieve poverty.

Users of the advice service are helped to understand their entitlements to welfare benefits and to help them realise their benefit entitlements. We help those who are not able to fill in forms and to communicate with the welfare agencies.

We gave advice and assistance with welfare benefits, housing, disrepair and maintenance, fuel debt and poverty, and education. The majority of our clients are from black and minority ethnic communities and on low income. We provided this deprived community with practical advice and guidance on different benefits and supported them to resolve difficulties of entitlements. We gave one-to-one support for clients with language needs to fill in application forms and dealt with overpayments and arrears.

An outcome of this service is that users are relieved of some poverty through maximising their welfare benefit entitlements and helping them to resolve other financial and household difficulties.

## **Fitzrovia Neighbourhood Association Report of the Trustees**

### **Women's Advice Service**

This service helps our objective to relieve poverty amongst a group of people that we have identified to have special needs

This advice session is popular among the women as they prefer to have some privacy. Our Neighbourhood Centre looks very lively on Wednesdays as some women just come in to socialise besides seeking advice. Many of the women using the service are otherwise socially isolated. The local women feel strongly about the centre as it is accessible and supportive and they can talk to an advisor or share information in a friendly, understanding and safe environment.

The service also delivers similar outcomes to the general advice service, in that it helps the women to understand their welfare benefit entitlements and to maximise those entitlements. This service relieves users of financial poverty as well as achieving the outcome of socially including a group of people that would be otherwise isolated and excluded.

### **Women's Health**

This service helps to meet our object to improve the life quality of a group we have identified to be in special need. This is a weekly health advice service provided by the Bengali Women's Health Project (BWHP) and Fitzrovia Neighbourhood Association.

Due to a funding cut this year, not many health sessions were provided by BWHP. In the beginning of the year we ran some health information sessions on mental health as a lot of women are suffering from stress and depression.

From September 2010 to March 2011 we ran an 18-week Programme 'Active body Healthy minds'. This was funded by Westminster Small Grants. The main focus was on fitness and reducing stress and pain and to have a better understanding of the importance of regular physical activity. This project benefited the Bangladeshi women aged 20-65 who suffer from long term illness such as heart disease, diabetes, hypertension, etc, which are related to unhealthy lifestyles. The women enjoyed these sessions as they were culturally appropriate and the venue was easily accessible.

This service helps to deliver the outcome of improving the life quality of a group of people that would otherwise be excluded from general health provision.

### **Social events**

We arrange social events in order to meet our objective of promoting recreation and leisure activities and in order to improve the quality of life of those who are in need. We have identified particular groups of people who are in the greatest of need.

#### ***Summer Trip***

Fitzrovia Women's group arranged for a day trip to Broadstairs Beach in July 2010 for local women and children. Women appreciated the wonderful view of the rich landscape and the fresh sea breeze. Children played in the sand and sea and enjoyed fun rides. More than 60 women and children went to the trip and enjoyed this break from the city.

## **Fitzrovia Neighbourhood Association Report of the Trustees**

### *Celebrating Eid*

In September 2010 an Eid party was arranged for the Fitzrovia Bengali Women's group at Indian YMCA hall. The event was financially supported with match funding by the Fitzrovia Play Association. Around 100 women and children attended to enjoy the traditional food and appreciate the traditional cultural programme. Young people enjoyed traditional henna painting. It was a time for the adults to socialise and listen to the music and for the children to mix and play.

### Art workshops

We deliver these workshops in order to meet our objective of promoting recreation and leisure activities around Fitzrovia in the interests of social welfare and in order to improve the quality of life of those who are in need. These activities also helped us meet our objective of advancing education.

### *Mela Art Project*

Fitzrovia Bengali Women's Group was involved in Mela Art Project for nine weeks making "Ricksha Fusion art project". This was a joint project with a number of community groups and organisations in London Borough of Camden designing and making artwork together. The aim of the project was to rebuild a rickshaw into a contemporary art form using imagery from Bangladesh and Britain.

The Project brought together different communities and cultures to experience a variety of mixed media art techniques such as canal folk art, printmaking, mosaic, enamel painting, embroidery and embellishment.

Ricksha was exhibited in the Mela at Regent's Park and at the British Museum in July 2010. This was a hugely popular and high-profile event with people from all over the world viewing it. It is a testament to the dedication and quality of the artwork that this exhibition was hosted in the British Museum for a week long. This year's Ricksha and previous years' art pieces were also exhibited at the Bloomsbury Festival at the School of Oriental and African Studies, University of London.

From November 2010 to March 2011 Fitzrovia women were first introduced to ribbon weaving and how to make bags out of these colourful fabrics. Then they also learned some exciting techniques to make their own pieces of jewellery from paper combined with beads. The workshop was run by Mary Ward Centre tutors under their community outreach programme.

These activities realised the outcome of improving the life skills and confidence of the women taking part as well as promoting social cohesion by working with other organisations, as well as education.

### Community Support Services

In accordance with our service level agreement (SLA) with Westminster City Council and our negotiated funding agreement (NFA) with Camden Council we provided a number of other services to the local community. Much of this work was delivered with additional funding from small grants from charitable trusts and made extensive use of volunteers.

## **Fitzrovia Neighbourhood Association**

### **Report of the Trustees**

#### Older Fitzrovia

This service helped meet our objective to improve the life quality and relieve poverty to a group we have identified as been in great need. It also helped us achieve our objective to provide recreational activities and educational advancement.

We provide an advice session Tuesday mornings which helped people over 60 and those with disabilities realise their maximum entitlements, as well as helping with utility bill queries, housing transfers and official letters. During the winter we had an extra £5000 from the Emmanuel Vincent Harms Trust (EVHT) to do concentrated work with pensioners in Camden which included home visits and particularly focussed on Pension Credit and fuel poverty. We saw 82 people during the course of this project – only 3 were interested in the fuel poverty aspect of the project, but overall we gained over £10,000 in extra grants, Pension Credit and disability allowances for our clients.

The EVHT project also highlighted the need for more activities for older people on the east side of Tottenham Court Road, and to that end we have started up monthly pub lunches at a discount at the Marlborough Arms on Torrington Place. These have been regularly attended by 8-12 people and has resulted in several on-going friendships between people who didn't know each other before.

The successful massage programme at Fitzrovia Court won a £5000 grant to continue during 2010/11 from Westminster PCT, and this year 62 new people were seen for the month-long block of appointments offered, with about 40 who continue to come back regularly. We had already developed the afternoons to provide tea and chat in the Fitzrovia Court lounge for whomever wanted to participate and these proved very popular. The popularity of the programme also moved City West Homes to provide a special 'treatment room' in the basement of Fitzrovia Court during their recent refurbishment works which is quieter for the clients and more private. Unfortunately the disruption caused a diminishment in the social aspect of this programme which we are currently building back up. This project has also picked up a couple of regular volunteers, one who lives in Fitzrovia Court who is helping by laundering the towels used, and another who comes in and makes tea and chats with people before and after their sessions.

We completed the 'Ebb and Flow' oral history project in July, with a booklet of 22 stories from pensioners who live in and around Carburton Street, which included portraits of the participants taken by a photography student at Westminster University, some of their old photographs and material of the area from Westminster City Archive. This was very well received by both the participants and others in the neighbourhood, and has sold fairly well since the launch (which generated some income from trading). The project was funded mainly by the Westminster City Council's West End Ward Budget, and Awards for All.

The Big Lottery grant started in September 2010 and it has eased the amount of time needed to do fundraising considerably. We have carried on the poetry sessions under its auspices, although these are now not so much about participants work as to share well-loved poetry by others (although a few people do still bring their own work) – which has resulted in many stimulating conversations, about people's past lives and issues which concern them today. The group this year has picked up several new people, including a woman with mild dementia who wasn't getting out otherwise. We work regularly with All Souls Clubhouse/Club60 to co-ordinate activities and provide trips around and outside of London. These trips regularly attract 10-15 people, some who would not otherwise have the chance to leave Fitzrovia and also introduce many to hidden gems like the Mudchute City Farm and the Geffreye Museum.



## **Fitzrovia Neighbourhood Association**

### **Report of the Trustees**

These services and activities achieve the outcome of lifting older people out of poverty, combating social exclusion and social isolation as well as giving the users the skills and confidence to help with independent living. The securing of long-term funding strengthened the ability of the organisation to deliver its work in the long-term.

#### Homeless people's art project

This was a new project we ran one morning a week for six weeks. The project was led by a volunteer and involved on average four homeless people taking part in drawing and painting. We invited the people from the nearby soup kitchen. We had very little funding for this project and used money merely for art materials and some food and drink.

Although the project was short-lived it gave us an insight into the benefits that creative projects can give to very vulnerable people, but also highlighted the difficulties with working with those who are homeless. We found that many of the homeless people felt very nervous away from the soup kitchen which they regularly attend. There is great concern in our neighbourhood about the increasing number of homeless people and the prospect of more becoming homeless to changes in housing benefit payments.

This project brought benefits to both our beneficiaries by giving them the opportunity to integrate into life outside the soup kitchen where they could express their creativity and improve their self-confidence. It also benefitted our organisation to see at first hand the difficulties that homeless people have and gave us much thought about how we can work in future with this social group.

#### Fitzrovia News community newspaper

This is a volunteer-led project to deliver a free newspaper four times a year to every residence in Fitzrovia. It is led by a professional journalist with assistance from other local journalists and editorial decisions taken collectively at public monthly meetings. The paper is financially supported by advertising from local businesses.

This project helps meet our objective of improving the life quality of those who live and work in Fitzrovia by informing them about the neighbourhood and providing access to local information as well as promoting the activities of our own and other organisations in our neighbourhood. It also helps us to meet our objective of the advancement of education by giving people the opportunity to write for the paper and gain communication skills.

The newspaper is delivered by volunteers to every street in Fitzrovia and left in collection points throughout the neighbourhood. Distribution of the paper is organised by volunteers and offers the opportunity for people to explore their neighbourhood by delivering newspapers to residences that they may not be familiar with. It also provides the opportunity for social interaction and meets the objective of providing recreation.

Our newspaper website [fitzrovia.org.uk/news](http://fitzrovia.org.uk/news) has continued to grow with an average of 5,000 views each month during January, February and March 2011. This helped to raise the profile of Fitzrovia News and draw attention to the issues which affect us as a neighbourhood. Our social media networks [twitter.com/fitzroviaNews](https://twitter.com/fitzroviaNews) and [facebook.com/fitzroviaNews](https://facebook.com/fitzroviaNews) continue to be popular with people living and working in Fitzrovia. Increasingly, visitors to Fitzrovia are also taking an interest in the neighbourhood.

## **Fitzrovia Neighbourhood Association**

### **Report of the Trustees**

While the website and social media sites are important to engage with a new audience and are cheap to maintain, the printed paper still remains very important. Readers tell us at our monthly editorial and social meetings how important it is to receive a printed paper on a regular basis. However, the cost of producing the paper has gone up and advertising revenue is increasingly difficult to come by. Selling the adverts, and sending out invoices and reminders for those who haven't paid is very time consuming but we cover the cost of printing and make a contribution to the overheads of the organisation.

The outcome of this project is that people are able to contribute collectively to producing a paper and help inform one another about our neighbourhood. People are better informed about activities in Fitzrovia and more knowledgeable about their neighbourhood. The Fitzrovia News also realises the outcome of strengthening the community by bringing people together and providing them with a voice.

#### Fitzrovia Play Association registered charity

The Fitzrovia Neighbourhood Association supports the work of this small charity by providing administrative support. The Fitzrovia Play Association manages a local open space and playground and 5-a-side football pitch in partnership with London Borough of Camden.

Our support helps to meet our objective to promote healthy recreation in our community.

The Play Association in conjunction with ourselves also promotes adult recreation by the letting of the football pitch for adult football training in return for a small fee. The money from these fees is used to provide recreation facilities and activities for local children.

The outcome of this project is that young people have the benefit of play space where they can develop healthy skills, and the provision of sport later in life is also achieved.

## **Fitzrovia Neighbourhood Association Report of the Trustees**

### **Environment, Planning and Licensing Project**

This is a volunteer-led project helping to meet the objective of promoting a healthy built and social environment for people living in Fitzrovia. The project also promotes educational advancement by giving people the opportunity to learn about the local planning and licensing authorities.

Regular meetings take place where local people come together to review planning and licensing applications and discuss local authority strategic plans. Our neighbourhood centre receives planning and licensing documents from the London Borough of Camden and the City of Westminster and we are a recognised amenity group for both these councils. We support the Charlotte Street Association who comment on planning and licensing applications in Camden.

We also represent the people of Fitzrovia in various forums such as the Oxford Street regeneration and development, Crossrail and the associated bus temporary diversion routes. These schemes continue to have a huge impact on our area and our work to represent the interests of the residential community is vital to ensure that our neighbourhood is not ignored. We commented on licensing and planning legislation consultations in addition to specific planning and licensing applications.

We also took part in public meetings about proposed large redevelopments and engaged directly with a number of landowners and developers in the neighbourhood. We also worked in partnership with other residents organisations over these common quality of life issues where we have a common interest. We gave support to and worked in partnership with the Charlotte Street Association who take a lead planning and licensing issues on the Camden side of Fitzrovia. We support this organisation with use of our premises and information communications technology.

Funding for this work is very difficult to obtain. Currently we cover the cost of this project from within our running expenses and entirely by pro bono work. Yet the importance of this work cannot be underestimated. Our neighbourhood, because of its location in central London, is constantly under pressure from building and commercial development. These developments have the potential to negatively affect the lives of people living in Fitzrovia. These commercial schemes have the resources to employ a small army of consultants and lawyers to influence local authority decision-makers. Yet the defence of the Fitzrovia neighbourhood is entirely reliant on the time and tireless commitment of local residents given free of charge.

The outcome of this project is that people are better informed about these important issues and better able to contribute to shaping local democracy. Our community also has a stronger voice when our efforts are organised and co-ordinated. Whilst the work is time-consuming and the pressure of commercial regeneration on our neighbourhood is very high, the act of coming together to tackle these issues spills over into forming social networks amongst like-minded people. This realises the additional outcome of the social benefit from people coming together to deal with issues that concern them.

## **Fitzrovia Neighbourhood Association Report of the Trustees**

### Friends of Open Spaces Fitzrovia

This is a volunteer-led project supported by the Fitzrovia Neighbourhood Association. Supporting this project helps to meet our objective of promoting a healthy environment.

Regular public meetings take place with the local authorities to discuss improvements to the very small open green spaces in our area. These spaces are heavily used and are vital for people's recreation and social enjoyment. Local people have led consultations with the wider community on schemes to improve our open spaces in the face of a local authority that is often neglectful of maintaining these spaces properly.

The outcome of this project is that local people have been able to gain small improvements to our open spaces thanks to the hard work of volunteer efforts.

We were saddened this year by the death of Bertie Dinnage, the group's long-serving secretary. This was not only a loss to his family and friends but also to the neighbourhood he cared for. The Friends' group has yet to find a replacement secretary. With greater demands being made upon volunteers, filling vacancies like this is becoming more difficult.

### Promoting and supporting local democracy

Our neighbourhood centre is at the heart of Fitzrovia and we regularly host meetings between residents and local government representatives. In administration the neighbourhood is divided among two local authorities: London Borough of Camden and City of Westminster, and forms part of three electoral ward areas: Bloomsbury, in Camden, and Marylebone High Street and West End, in Westminster. We liaise with all councillors of all political parties in the three wards that make up our neighbourhood.

In April we hosted two political hustings where we invited all the candidates from the three political wards to meet residents and answer questions on their policies. These were hugely popular events and we were the only organisation to hold hustings for the three council wards in Fitzrovia.

We also continued to provide information about councillors' surgeries for the residents of Fitzrovia and provide office space for councillors to meet their constituents. We provide this facility regardless of the political colours of the elected representatives. As an organisation we help to raise awareness of local issues that concern the people living in Fitzrovia through printed material displayed in the windows of and inside our neighbourhood centre, in the pages of our community newspaper Fitzrovia News, and through our digital and social media network.

Through all our activities we encourage people to take up issues of concern with their local representatives so that we can all have the opportunity to contribute to changes that benefit the people who live and work in our neighbourhood.

## **Fitzrovia Neighbourhood Association Report of the Trustees**

### **Risk management**

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

### **Financial Review**

In a difficult economic climate the charity has maintained its level of income and been able to add to its reserves whilst carrying out its activities in the community.

### Reserves

The company's reserves are held in a low risk investment. The General Fund is available to fund projects at the discretion of the Trustees in accordance with the aims and objectives of the charity. The Restricted Funds will be applied by the Trustees in accordance with the restrictions put on them by the donors. The Trustees have created two Designated Funds, the Sustainability Fund and the Fitzrovia News Fund. The Sustainability Fund, which is unrestricted and, aims to hold reserves which would fund the operations of the charity for 6 months inclusive of redundancy costs for staff. The Trustees have transferred a further £5,000 into this reserve in the year to cover these potential costs. The Trustees consider the level of reserves at the balance sheet date to be appropriate for the charity.

### The future of our organisation

In 2012 we will move out of our current premises where we have been since 1975 and take up accommodation in the nearby and newly created Fitzrovia Community Centre. We will share the premises with other voluntary and charitable organisations. This move to new, fully accessible premises will bring with it new opportunities and inevitably some challenges.

Space at the new centre will be smaller than we currently have and in real terms charges will be higher. However, unlike our current premises we will have the opportunity to use larger meeting rooms than at present and access to a kitchen all on one site. Previously we have had to hire space in other parts of the neighbourhood if we wanted to hold larger meetings or activities. Our current premises do not meet the requirements of disability access legislation. In future we will have full access for people with disabilities and the building has a lift with access to both floors.

## **Fitzrovia Neighbourhood Association Report of the Trustees**

Along with other groups in the borough, our charity was unsuccessful in its grant application to Camden for funding for the 3-year period of 2012 onwards. But, subsequently, Camden has granted us transitional funding after a successful campaign by ourselves and local people. Westminster City Council also announced plans that they would not offer any large revenue grants in future to any organisations so our current grant (which expires 31 March 2012) will not be renewed, although we can apply for small grants (less than £5,000). Instead of the previous revenue grants, charities like ourselves will have to compete by tender to deliver services. We have managed to join a consortium of organisations from three London Boroughs including City of Westminster to deliver a health project. Together with small grants this could offset almost all the lost income from Westminster City Council.

The trustees, staff and fund-raising volunteers continue to look at other sources of funding to secure the charity's sustainability. We have thoroughly reviewed our financial situation and have concluded that we have sufficient funding in the medium term and we have a fund-raising strategy in place.

Despite the financial challenges we face, the move to the new Community Centre will give us the opportunity to share resources with other community organisations and pool our collective knowledge to work together for a more resilient voluntary sector in Fitzrovia. We will be sad to leave our much-loved Neighbourhood Centre which has served us well for nearly four decades but we can look forward to developing our services in the new Fitzrovia Community Centre where we can better meet today's challenges and needs.

### **Small company special provisions**

The report of the directors has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board and signed on their behalf on date 10 December 2011

Shafu Khanom  
Chair



## **Fitzrovia Neighbourhood Association Independent Examiner's Report**

### **Independent Examiner's report to the Trustees of Fitzrovia Neighbourhood Association**

I report on the accounts of the company for the year ended 31 March 2011, which are set out on pages 14 to 21

#### **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 accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 ("the 1993 Act") and that an independent examination is needed.

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

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to 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 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out below.

This report is made solely to the company's board of trustees, as a body, in accordance with the General Directions given by the Charity Commission. My examination 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 trustees as a body, for my examination, for this report, or for the opinions I have formed.

#### **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 accounts which accord with the accounting records, 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 accounts to be reached

*Keilah Towers*

Keilah Towers FCA

Director

Accounting for Charities Ltd

Chartered Accountants

Arena, Holyrood Close, Poole, Dorset BH17 7BA

date 13 December 2011

**Fitzrovia Neighbourhood Association**  
**Statement of Financial Activities**  
**for the year ended 31 March 2011**

**Income and expenditure**

	Notes				2011	2010
		General Fund £	Designated Fund £	Restricted Funds £	Total £	Total £
<b>Incoming resources</b>						
<b>Incoming resources from generated funds</b>						
Voluntary income	2	594	-	-	594	1,198
Activities for generating funds		1,330	-	-	1,330	525
Investment income		30	-	-	30	22
<b>Incoming resources from charitable activities</b>	3	55,803	8,505	46,505	110,813	100,559
<b>Total incoming resources</b>		<u>57,757</u>	<u>8,505</u>	<u>46,505</u>	<u>112,767</u>	<u>102,304</u>
<b>Resources expended</b>						
<b>Costs of generating funds</b>						
Charitable activities	5	(49,476)	(3,572)	(44,119)	(97,167)	(80,207)
Governance costs	6	(2,360)	-	-	(2,360)	(2,285)
<b>Total resources expended</b>	4	<u>(51,836)</u>	<u>(3,572)</u>	<u>(44,119)</u>	<u>(99,527)</u>	<u>(82,492)</u>
<b>Net incoming resources before transfers</b>		5,921	4,933	2,386	13,240	19,812
<b>[Net income/(expenditure)]</b>						
<b>Transfers</b>						
Gross transfers between funds	8	(3,067)	3,067	-	-	-
<b>Net movement in funds</b>		<u>2,854</u>	<u>8,000</u>	<u>2,386</u>	<u>13,240</u>	<u>19,812</u>
<b>Reconciliation of funds</b>						
Total funds brought forward		11,922	30,000	5,639	47,561	27,749
<b>Total funds carried forward</b>		<u>14,776</u>	<u>38,000</u>	<u>8,025</u>	<u>60,801</u>	<u>47,561</u>

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

The notes on pages 16 to 21 form part of these accounts



**Fitzrovia Neighbourhood Association**  
**Balance Sheet**  
**as at 31 March 2011**

**Registered number**  
**1673259**

	Notes	Unrestricted Funds £	Restricted Funds £	2011 Total £	2010 Total £
<b>Fixed assets</b>					
Tangible assets	9	-	2,523	2,523	-
<b>Current assets</b>					
Debtors	10	2,132	500	2,632	9,332
Cash at bank and in hand		62,001	5,002	67,003	42,207
		<u>64,133</u>	<u>5,502</u>	<u>69,635</u>	<u>51,539</u>
<b>Creditors amounts falling due within one year</b>	11	(11,357)	-	(11,357)	(3,978)
<b>Net current assets</b>		<u>52,776</u>	<u>5,502</u>	<u>58,278</u>	<u>47,561</u>
<b>Net assets</b>		<u>52,776</u>	<u>8,025</u>	<u>60,801</u>	<u>47,561</u>
<b>The funds of the charity</b>					
Restricted Funds	12	-	8,025	8,025	5,639
Unrestricted Funds					
Designated Funds	13	38,000	-	38,000	30,000
General Fund		14,776	-	14,776	11,922
<b>Total charity funds</b>		<u>52,776</u>	<u>8,025</u>	<u>60,801</u>	<u>47,561</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

Shafu Khanom  
Chair

Clive Henderson  
Secretary

Approved by the board and signed on their behalf on date

10th December 2011

The notes on pages 16 to 21 form part of these accounts

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2011**

**1 Accounting policies**

The accounts have been prepared under the historical cost convention and in accordance with the Companies Act 2006, SORP 2005 "Accounting and Reporting by Charities" and UK Accounting Standards

***Income***

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

***Resources expended***

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

***Depreciation***

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

Office equipment and furniture

3 years straight line

***Fund accounting***

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

The Designated Funds are unrestricted funds which have been set aside by the Trustees for specific purposes. The Trustees aim for the Sustainability Fund to hold between 3 and 6 months' operating costs for the charity to protect it against any future loss of funding. The Fitzrovia News Fund represents the Trustees' commitment to the continued production of this newspaper

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

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

**2 Voluntary Income**

	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>2011 Total</b>	<b>2010 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations	594	-	-	594	1,198
Other	594	-	-	594	1,198

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2011**

<b>3 Incoming resources from charitable activities</b>				<b>2011</b>	<b>2010</b>
	<b>General</b>	<b>Designated</b>	<b>Restricted</b>		
	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Playground management fees	3,600	-	-	3,600	3,630
Community newspaper advertising	-	8,505	-	8,505	2,290
Grants					
Awards for All	-	-	-	-	3,500
Big Lottery	-	-	15,791	15,791	-
Camden Computer Fund	-	-	3,314	3,314	-
Emmanuel Vincent Harris Trust	-	-	5,000	5,000	-
Estates & Agencies	-	-	-	-	10,000
Fitzrovia Play Association	-	-	2,400	2,400	-
London Borough of Camden	35,000	-	12,000	47,000	47,000
OVE/Arup	-	-	-	-	5,000
Vodafone	-	-	-	-	2,500
Voluntary Action Camden	-	-	-	-	3,000
Voluntary Action Westminster	-	-	3,000	3,000	-
Westminster Arts	-	-	-	-	1,450
Westminster City Council	-	-	-	-	6,250
Westminster CC Amenity Fund	650	-	-	650	650
Westminster PCT	-	-	5,000	5,000	-
Service level agreement					
Westminster City Council	15,289	-	-	15,289	15,289
Other	1,264	-	-	1,264	-
	<b>55,803</b>	<b>8,505</b>	<b>46,505</b>	<b>110,813</b>	<b>100,559</b>

<b>4 Total resources expended</b>	<b>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
These include		
Depreciation of owned fixed assets	1,262	-
Operating lease payments	14,496	13,500
Wages & salaries	29,766	29,260
Employers' national insurance	2,728	2,972
Independent Examiner's remuneration	2,360	2,285
	<b>1</b>	<b>1</b>
Average number of employees during the year		

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2011**

<b>5 Charitable activities</b>	<b>General</b>	<b>Designated</b>	<b>Restricted</b>	<b>2011</b>	<b>2010</b>
	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>		<b>£</b>	<b>£</b>	<b>£</b>
Fitzrovia News production	-	3,280	-	3,280	2,697
Book printing	-	-	1,757	1,757	-
Outings & social events	226	-	1,846	2,072	1,689
Project delivery staff					
Employed	28,382	-	4,112	32,494	32,232
Contracted	7,861	-	19,303	27,164	18,841
Workshop other direct costs	-	-	-	-	627
Counselling quality audit costs	-	-	-	-	863
National Counselling Body affiliation fees	1,455	-	-	1,455	990
Grant to Charlotte Street Association	-	-	-	-	200
Support costs	11,552	292	17,101	28,945	22,068
	<u>49,476</u>	<u>3,572</u>	<u>44,119</u>	<u>97,167</u>	<u>80,207</u>

<b>6 Governance costs</b>	<b>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
Independent Examiner's fees	2,360	2,285
	<u>2,360</u>	<u>2,285</u>

**7 Trustees' remuneration and expenses**

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

<b>8 Gross transfers between funds</b>	<b>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
Transfer from General Funds to Designated Funds	<u>3,067</u>	<u>12,000</u>

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2011**

**9 Tangible fixed assets**

	<b>Plant and machinery etc £</b>
<b>Cost</b>	
At 1 April 2010	23,458
Additions	<u>3,785</u>
At 31 March 2011	<u>27,243</u>
<b>Depreciation</b>	
At 1 April 2010	23,458
Charge for the year	<u>1,262</u>
At 31 March 2011	<u>24,720</u>
<b>Net book value</b>	
At 31 March 2011	<u>2,523</u>

**10 Debtors**

	<b>2011 £</b>	<b>2010 £</b>
Other debtors	<u>2,632</u>	<u>9,332</u>

**11 Creditors: amounts falling due within one year**

	<b>2011 £</b>	<b>2010 £</b>
Deferred grants	8,750	1,260
Other creditors	<u>2,607</u>	<u>2,718</u>
	<u>11,357</u>	<u>3,978</u>

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2011**

<b>12 Restricted Funds</b>	<b>2010</b>				<b>2011</b>
	<b>Balance</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Transfers</b>	<b>Balance</b>
	<b>£</b>	<b>resources</b>	<b>resources</b>		<b>£</b>
		<b>£</b>	<b>£</b>		
Analysis of fund balance by project					
<i>Women's Health</i>					
Voluntary Action Camden Healing Hands	735	-	(735)	-	-
Voluntary Action Westminster Active Body	-	3,000	(2,687)	-	313
<i>Social events</i>					
Eid Party	-	2,400	(2,400)	-	-
<i>Older Fitzrovia</i>					
Awards for All History Project	1,618	-	(1,618)	-	-
Big Lottery	-	15,791	(10,151)	(1,326)	4,314
Camden Computer Fund	-	3,314	(821)	(2,459)	34
Emmanuel Vincent Harns Trust	-	5,000	(5,000)	-	-
Westminster City Council local history	1,756	-	(1,756)	-	-
Westminster PCT - massage	-	5,000	(4,409)	-	591
<i>Other</i>					
Disability in Camden	838	-	(838)	-	-
Voluntary Action Camden	442	-	(442)	-	-
Westminster Arts Poetry workshops	250	-	-	-	250
Camden Council rent subsidy	-	12,000	(12,000)	-	-
Capital Fund	-	-	(1,262)	3,785	2,523
	<b>5,639</b>	<b>46,505</b>	<b>(44,119)</b>	<b>-</b>	<b>8,025</b>

**Capital Fund**

Tangible Fixed Assets purchased from Restricted Funds are transferred to the Capital Fund. The balance on the Capital Fund represents the net book value of those assets and will be written off in future years via the depreciation charge in the accounts.

**Other Restricted Funds**

The balance on all other restricted funds represents the unexpended portion of funding received.

<b>13 Designated Funds</b>	<b>2010</b>				<b>2011</b>
	<b>Balance</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Transfers</b>	<b>Balance</b>
	<b>£</b>	<b>resources</b>	<b>resources</b>		<b>£</b>
		<b>£</b>	<b>£</b>	<b>£</b>	
Sustainability Designated Fund	30,000	-	-	5,000	35,000
Fitzrovia News Designated Fund	-	8,505	(3,572)	(1,933)	3,000
	<b>30,000</b>	<b>8,505</b>	<b>(3,572)</b>	<b>3,067</b>	<b>38,000</b>

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2011**

**14 Members' liability**

The company is limited by guarantee. Every member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debts and liabilities of the company contracted before he ceases to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there were approximately 120 members.

**15 Contingent liabilities**

Under the terms of the lease agreement for the current premises, the charity is required to redecorate and make good any damage it has caused when it vacates the property. The trustees consider that no liability is likely to crystallise under this clause.

**Fitzrovia Neighbourhood Association**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 March 2011**

	£		£	2011	2010
	General	Designated	Restricted	£	£
	Fund	Funds	Funds	Total	Total
<b>Support costs allocated to charitable activities</b>					
Staff training and welfare	55	-	312	367	355
Travel and subsistence	171	37	25	233	56
Rent	2,132	-	12,364	14,496	13,500
Rates	104	-	-	104	102
Light and heat	1,435	-	181	1,616	1,275
Cleaning	1,212	-	233	1,445	1,176
Refuse & Recycling	328	-	63	391	347
Room hire	-	-	330	330	-
Telephone and fax	2,622	-	-	2,622	1,851
Stationery, printing & postage	1,465	91	410	1,966	1,420
Subscriptions designated	-	12	-	12	-
Bank charges	9	-	-	9	-
Insurance	1,029	-	515	1,544	787
Equipment expensed	-	-	-	-	73
Software and computer maintenance	-	-	1,046	1,046	-
Repairs and maintenance	175	-	115	290	605
Volunteer's expenses	785	152	20	957	491
Sundry expenses	30	-	225	255	30
Depreciation	-	-	1,262	1,262	-
	<b>11,552</b>	<b>292</b>	<b>17,101</b>	<b>28,945</b>	<b>22,068</b>
<b>Governance Costs</b>					
Accountancy fees	2,360	-	-	2,360	2,285
	<b>2,360</b>	<b>-</b>	<b>-</b>	<b>2,360</b>	<b>2,285</b>



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