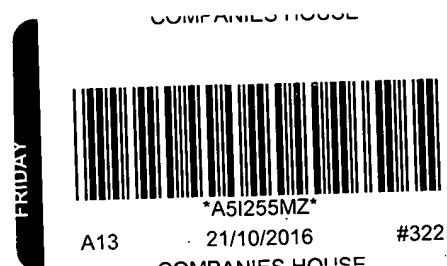


Registered number  
1673259

**Fitzrovia Neighbourhood Association**

**Report and Unaudited Accounts**

**31 March 2016**



***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**

Shafu Khanom (Chair)

John Fisher (Treasurer)

Linus Rees

Peter Whyatt (Secretary)

### **Secretary and registered office**

Peter Whyatt

Fitzrovia Neighbourhood Centre

39 Tottenham Street, London W1T 4RX

### **Accountants**

Accounting for Charities Ltd

Chartered Accountants

Arena, Holyrood Close, Poole BH17 7FJ

### **Bankers**

HSBC

### **Registered numbers**

Registered company number 01673259

Registered charity number 1111649

## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **Report of the Trustees**

The trustees present their report and accounts for the year ended 31 March 2016.

### **Governance and management**

#### Trustees

The following persons served as trustees during the year and up to the date of this report:

J Fisher  
S Khanom  
L Rees  
P Whyatt

#### Methods of recruitment and appointment of trustees

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.

#### Affiliations

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

#### 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.

#### **Objectives**

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****Registered number: 1673259****Report of the Trustees****Activities, achievements and performance**How our activities bring public benefit

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.

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.

Advice services

Our advice service continued to remain busy throughout the year. Between April 2015 and March 2016 we had over 1,000 enquiries at our drop-in advice and information service. 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, and Urdu. 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. We also gave advice by appointment at regular outreach sessions to people over 65-years-old at a nearby sheltered housing project..

*General advice services*

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. This year we have seen an increase in the number of mandatory reconsideration and appeal cases for Employment and Support Allowance (ESA) and Personal Independence Payment (PIP).

## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **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 be in particular need of support.

This advice session continues to be 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.

#### *Who we helped and how we funded our advice service*

Our service carried on using reserve funding until we received enough funding from Comic Relief to draw down the City Bridge award in November. These grants enabled us to welcome back advice worker Rumanna Akhtar to join us again after November 2015 for one day a week, so Samina Dewan our senior worker has help with what is usually a very busy session on Tuesdays.

We had 169 clients from Camden, 57 from Westminster, 33 from other boroughs - making a total of 259 individual clients, 510 individual cases and 1,771 individual pieces of work done. Again we had a lot of success particularly in challenging negative decisions on disability benefits - our total financial gain for the community this year was £327,514.11, with £251,951.03 of that involving ongoing benefit decisions. Much of this this year was not only ESA decisions where people who were thrown off altogether had those decisions reversed, and now we are dealing with an increasing number of problematic PIP decisions. We started to find last year that the PIP assessment appointments were regularly being given outside of London, and as far away as Milton Keynes: we managed to change these either to a home visit or get clients assigned to a centre at least within London. This problem is a national one. A search of online forums for advice workers revealed that the 90-minute rule - calculated via Google Maps which assumes a walking rate of 3 miles an hour - seems to be being abused in the sense that people are regularly being assigned assessment centres at the outer limit of it rather than finding the closest available centre.

We also helped people win £50,006.15 in one-off payments or debt disregard.

With the benefit changes carrying on, and the fact that there are few other Bengali-speaking advice services in Central London, we are getting more and more new clients.

Changes to Camden's housing allocation policy in January 2016 also meant more work for us - although the points for disability were raised, the criteria for assigning these points has also changed, such that the Council now uses the fact that many people's conditions are controlled by medication as an excuse to disqualify them from even being on the list, or says that their housing problem is merely 'financial or social' which may be in breach of the law. Points for time on the list were also eliminated, much to many people's detriment. Reviews of these decisions are taking a long time, such that as of 31 March we had several cases still outstanding with no final decision.

## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **Report of the Trustees**

#### *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.

After successfully receiving funding from the developer Derwent London in May 2015, we delivered weekly exercise and massage sessions on Thursdays from September 2015.

10-14 women have been regularly attending the exercise session and they reported benefits from reduced aches and pains. There is a wide range of ages represented, from 25-60, and a wider range of backgrounds interested - which is also helping women to integrate with the wider community.

Six women each week were given 15 minute free massage, in total 60 women benefited from the service. They reported better sleeping, reduced need for medication, reduction in aches and pains. 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.

We also ran two bi-lingual health workshops on mental health and sleep hygiene for women in September where 15 women attended in each health talk. We also worked in partnership with Health Watch Camden and ran focus group to discuss health & wellbeing of the Bangladeshi community. The women engaged well during these sessions and raised their concerns. A report by Health Watch Camden was published

#### Social events

We arrange social events in order to meet our objective of promoting recreation, 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*

We organised our yearly summer outing in August 2015. 35 women and 34 children (total 69) went for a trip to Woburn Safari Park. For most of the women, this is the only time in the year when they have a chance to get out of London, relax and socialise with other women, and spend time with their children . All the families enjoyed the trip.

#### *Art workshops*

We deliver these workshops in order to meet our objective of promoting recreation, leisure activities 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. These activities also helped us meet our objective of advancing education.

Fitzrovia Bengali Women's Group were involved in a partnership community art project with the Mary Ward Centre and the British Museum from September to December 2015. Twelve women participated in the project where they created an enchanted and magical grove of trees decorated with patterns and designs of early and modern Celtic artefacts.

## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **Report of the Trustees**

The artwork was exhibited at the British Museum in early December 2015 along with the Celtic exhibition. The women and their families were very pleased to see their artwork displayed and meet other people in the Museum who appreciated their creative work.

From January to March 2015 women learned the skills of marbling and made colourful items for themselves. Ten women from different backgrounds attended the art session.

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.

### Older Fitzrovia project

Our work with older people has continued this past year although funding the different strands of our programmes has been difficult, with a gap in the singing programme. Attempts to make this self-running were unsuccessful, in the end we won part-funding from the West End and Marylebone Ward funds from Westminster Council to restart the sessions. This will however run out at the end of July 2016, so this programme remains in a precarious position.

Because of a lack of funding the subsidised weekly lunch at the George & Dragon on Cleveland Street did not continue, and the Christmas hampers did not happen in December 2015, much to many people's disappointment. We're grateful that Paul the landlord of the George and Dragon has carried on helping with the Monday lunches, where people could get a full pub lunch for a discounted price of £5. This is attracting 10-12 people every Monday. This however ended in May 2016 when Paul retired so we're looking around for a replacement venue.

The Massage/reflexology programme, funded by Derwent London Community Fund, gives massage or reflexology to 45 people; this year we attracted 16 new people to the programme. The benefits of this are not only in terms of relaxation and pain relief but also for mood, getting people out, and regularisation of sleeping patterns. Unfortunately funders tend to take the view that this is a 'luxury' for older people rather than a life-saving necessity.

All of our projects with older people are delivered at Fitzrovia Court Sheltered Housing scheme, where there is a dedicated massage/therapy room and seating more suited to people's needs. In this we have worked in close partnership with Westminster Council and Linda Fletcher the scheme manager. Linda retired in November 2014 but we've maintained the relationship with her successor, Liz Kelshaw who started on a permanent basis in March 2015.

Pressures on older people in the area continue, however. The upward spiral of private rents in both the commercial and residential sectors and redevelopment has brought with it the loss of local amenities, and the churn of people and businesses has got much faster. As well as efforts by landlords to get rid of protected tenants causing personal displacement and/or feelings of insecurity, the loss of familiar faces and places to shop is very upsetting for many and puts people in more danger of becoming isolated here.

The programmes we have are very important for countering these pressures, both getting people out of the house, and in terms of new friendships. The singing group meets once a week, and when it came to an end in January because of lack of funding it was attracting regular attendance of 15 people. Since funding resumed again in June 2015, because of the deaths of several of the regular participants it still struggles to reach more people, although 5 new people have started participating.



## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **Report of the Trustees**

#### **Fundraising**

We managed at the last moment in September 2015 to match-fund the City Bridge with funding from Comic Relief for the advice service, and this started in November 2015.

Attempts so far to replace both the Derwent grants for the Fitzrovia Positive Health programme and the singing, which will both run out in July 2016, have been unsuccessful. We did try doing a silent auction of some wall hangings made for the Melas and other products of the arts project in June 2015 but this attracted only one bid for one of the hangings which was did not meet the reserve price.

The main hope for the community programmes would be to run an appeal for these projects via The Big Give, which this year raised about £800 in individual donations. We should also see if we can ask our membership to make regular small donations via PayPal Giving which allows direct debit with Gift Aid on a regular basis. This last idea may not result in enough to keep the programmes open immediately but would be a source of unrestricted funds we could use to good purpose in other areas.

#### **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 coverage discussed at public monthly meetings. The paper is financially supported by advertising from local businesses and from donations from our readers and the general public.

This important project helps informing people about the neighbourhood and provides 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 a meets the objective of providing recreation.

Between 1 April 2015 and 31 March 2016 we produced four 20-page printed issues of Fitzrovia News. We delivered 6,000 copies of each issue to households and businesses in the neighbourhood.

We produce news about housing, planning and licensing, and also about the increasing commercialisation of the neighbourhood. We also carry many features about the history of the neighbourhood and the lives the ordinary and less-ordinary people living here, and events and local culture.

We regular report on property development and raise the issue of community benefit from local land exploitation in the neighbourhood, in particular the lack of social housing and new open space being delivered.

We do our best to present the facts, provide context, and to give a balanced view on issues affecting members of the community.

## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **Report of the Trustees**

We provided regular updates throughout the year on our news website ([news.fitzrovia.org.uk](http://news.fitzrovia.org.uk)) which regularly attracts about 10,000 views every month. News articles are listed on Google News and Bing News. From November 2015 some articles are also listed on the BBC London Local Live network as a part of a BBC project to support local and hyperlocal news. We also continued to grow our social media following with more than 3,400 followers on Twitter, and nearly 700 followers on Facebook. We also send out an email newsletter every fortnight to around 400 subscribers. Many of these readers are from overseas, those who used to live in the neighbourhood and now live in other countries but who like to keep in touch with the old neighbourhood.

While our audience on digital media is growing, our printed newspaper is the most important medium we produce and our readers tell us they value it greatly.

The project brings people together to contribute collectively and producing a community newspaper 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 strengthens the community and providing it with a voice.

### **Fitzrovia Festival**

We organise a small community festival "Fitzrovia Festival" which celebrates the life and history of the neighbourhood. In June 2015 we put on two weeks of activities such as exhibitions, talks and guided walks. All the events are free and it is run entirely by volunteers and funded by some small donations and payments in kind. The Festival is very popular and is centred on our Neighbourhood Centre building which is a source of interest in itself. Festival has been run more or less every year since 1973 under the banner "The People Live Here Festival" and championing the residential community which often gets hidden or forgotten about amongst the hustle and bustle of inner London life.

### **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.

Our trustees and members take part in regular meetings to review planning and licensing applications and discuss local authority strategic plans. Our neighbourhood centre receives planning and licensing documents from London Borough of Camden and City of Westminster and we are a recognised amenity group for both these councils and we help to shape local planning policy.

During 2015-2016 we commented on numerous licensing and planning applications as well as other consultations. An important new development is Crossrail 2 which threatens to cause disruption from demolition and building works, nuisance to residents, and threatens listed buildings.

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.

Under the new Localism Act both Westminster City Council and Camden Council have encouraged residents to apply to join neighbourhood forums with a view to producing individual neighbourhood plans. There are now two recognised Neighbourhood Areas in Fitzrovia and we have informed residents about neighbourhood planning through Fitzrovia News.

## **Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

### **Report of the Trustees**

Currently we cover the cost of this environmental work 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 and near a new Crossrail station, is constantly under pressure from building and commercial development. These developments have the potential to negatively affect the lives of people living in Fitzrovia.

On the Camden side of Fitzrovia businesses voted to create a business improvement district (BID) in July 2012. The BID was led by a large real estate developer and multinational firm of engineers.

These commercial interests 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.

#### 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.

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**

**Registered number: 1673259**

### **Report of the Trustees**

#### **Financial Review**

As further described below, fund raising has continued to be difficult this year. Whilst costs have been contained, reduced funding has again required the charity to draw on its unrestricted reserves in the year.

#### Reserves

There was a planned use of general reserves to fund the continuation of advice activities until new funding became available. Despite the consequent shortfall in the year, the charity's reserves remain adequate in the medium term and are invested in low risk bank deposit accounts.

The General Fund is available to fund projects at the discretion of the Trustees in accordance with the aims and objectives of the charity and stood at £1,500 at the balance sheet date.

The Restricted Funds, totalling £8,900 at the year end, will be applied by the Trustees in accordance with the restrictions put on them by the donors.

The Trustees had four unrestricted Designated Funds, the Sustainability Fund, the Rent Reserve Fund, the Fitzrovia News Fund, and a small fund set aside for the restoration of the Whitfield Gardens Mural. The Sustainability Fund and the Rent Reserve Fund were merged in the year and the net remaining balance of £31,000 in the Sustainability Fund would fund the charity's activities for four months. The reduction in these funds in the year represented their planned use to continue advice services until new funding became available and the Trustees aim to build these reserves up again to a level which would support 9 months' activities.

#### **Fundraising and the future of our organisation**

In 2015 we celebrated 40 years since the opening our Neighbourhood Centre in Tottenham Street. Four decades after we opened to serve the local community we are still providing essential housing and welfare advice as well as community development and health projects.

Currently we employ staff to deliver housing and welfare advice, and run community projects. The work to produce Fitzrovia News and respond to environmental consultations is done by volunteers. Currently all our funding comes from a variety of charitable trusts, selling of advertising for Fitzrovia News and donations. The bulk of the money comes from charitable trusts with separate applications going to each one. It's time-consuming and we face competition from other organisations.

This year has been extremely difficult. Attempts to extend the funding for some of the projects were unsuccessful. One member of staff had to leave as project funding ended only to return 12 months later when new funding was found.

However, we were successful with two important grant applications to City Bridge Trust and Comic Relief to deliver housing and welfare advice. We secured a total of £222,000 spread over three years to start from the beginning of November 2015. However, we still need to find additional funding to meet overheads costs from mid-2016 and beyond.

We need to continually rethink how we get our funding. With the severe cuts to local authority budgets, grant-making trusts are under a lot of pressure, and especially with rising property prices it is more difficult now to make the case - however true it actually is - that a significant proportion of Fitzrovia's population is living in deprivation and needs particularly our advice service. Donations from local businesses which used to provide small but significant contributions have also dried up as other charities compete for fundings. Either crowdfunding or events in Fitzrovia like a roaming and/or silent art auction need to be looked at seriously and could potentially raise significant unrestricted funds.

**Fitzrovia Neighbourhood Association**

**Registered number: 1673259**

**Report of the Trustees**

We continue to accept donations through our website [fitzrovia.org.uk](http://fitzrovia.org.uk) via the Big Lottery's Big Give facility and this allows us to process Gift Aid cheaply and quickly. We run a donation campaign twice a year to encourage people to give.

Our building is owned by Camden Council and they want us out so that they can sell the building as part of their estate restructuring due to financial constraints. However, our quest to find alternative accommodation has so far failed. We face the same problem as many small business in Fitzrovia - being priced out of the area because of gentrification.

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 and the struggle to find new premises we can for the next 12 months can continue to deliver our much needed services.

**Small company provisions**

This report 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 on date and signed on its behalf.

Shafu Khanom  
Chair of Trustees



8 October 2016

## **Independent Examiner's report on the unaudited accounts of Fitzrovia Neighbourhood Association**

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

I report on the accounts of the company for the year ended 31 March 2016, which are set out on pages 13 to 20.

#### **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 144(2) of the Charities Act 2011 ("the 2011 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 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 FCA

Director

Accounting for Charities Ltd

Chartered Accountants

Arena, Holyrood Close, Poole BH17 7FJ

date

19 October 2016

**Fitzrovia Neighbourhood Association**  
**Statement of Financial Activities**  
**for the year ended 31 March 2016**

**Income and expenditure**

	Notes	General Fund £	Designated Funds £	2016 Restricted Funds £	Total £	2015 Total £
<b>Income from:</b>						
Donations	2	1,061	-	-	1,061	1,629
Charitable activities	3	975	6,498	58,892	66,365	64,643
Other trading activities		5	-	-	5	-
Investments		36	-	-	36	72
<b>Total</b>		<b>2,077</b>	<b>6,498</b>	<b>58,892</b>	<b>67,467</b>	<b>66,344</b>
<b>Expenditure on:</b>						
Charitable activities	4	(34,756)	(4,076)	(49,387)	(88,219)	(84,534)
Other	5	(1,719)	-	(1,884)	(3,603)	(3,056)
<b>Total</b>	6	<b>(36,475)</b>	<b>(4,076)</b>	<b>(51,271)</b>	<b>(91,822)</b>	<b>(87,590)</b>
<b>Net income/(expenditure)</b>		<b>(34,398)</b>	<b>2,422</b>	<b>7,621</b>	<b>(24,355)</b>	<b>(21,246)</b>
<b>Transfers</b>						
Gross transfers between funds	12	34,422	(34,422)	-	-	-
<b>Net movement in funds</b>		<b>24</b>	<b>(32,000)</b>	<b>7,621</b>	<b>(24,355)</b>	<b>(21,246)</b>
<b>Reconciliation of funds</b>						
Total funds brought forward		1,539	66,700	1,256	69,495	90,741
<b>Total funds carried forward</b>		<b>1,563</b>	<b>34,700</b>	<b>8,877</b>	<b>45,140</b>	<b>69,495</b>

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

The notes of pages 15 to 20 form part of these accounts.

**Fitzrovia Neighbourhood Association**  
**Balance Sheet**  
**as at 31 March 2016**

	Notes	Unrestricted Funds	Restricted Funds	2016 Total £	2015 Total £
<b>Fixed assets</b>					
Tangible assets	8	533	-	533	709
<b>Current assets</b>					
Debtors	9	3,734	-	3,734	736
Cash at bank and in hand		57,838	8,877	66,715	91,889
		61,572	8,877	70,449	92,625
<b>Creditors: amounts falling due within one year</b>	10	(25,842)	-	(25,842)	(23,839)
<b>Net current assets</b>		35,730	8,877	44,607	68,786
<b>Net assets</b>		36,263	8,877	45,140	69,495
<b>The funds of the charity</b>					
Restricted Funds	11	-	8,877	8,877	1,256
Unrestricted Funds:					
Designated Funds	12	34,700	-	34,700	66,700
General Fund		1,563	-	1,563	1,539
<b>Total charity funds</b>		36,263	8,877	45,140	69,495

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.

The 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  
Director

Approved by the board on date

8 October 2016

The notes of pages 15 to 20 form part of these accounts.



**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2016**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the historical cost convention and in accordance with the Companies Act 2006, SORP 2015 (FRSSE) "Accounting and Reporting by Charities" and the Financial Reporting Standard for Smaller Entities (effective January 2015).

***Income***

Incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, the trustees have sufficient certainty that they will receive the resources and the monetary value can be measured with sufficient reliability.

***Resources expended***

Resources expended are included in the 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	3 years straight line
Office furniture	10 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 Designated Rent Fund has been amalgamated into the Sustainability Fund in the year. The Fitzrovia News Fund represents the Trustees' commitment to the continued production of this newspaper. Funds have also been designated for the Whitfield Gardens Mural Restoration.

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.

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2016**

<b>2 Donations</b>				<b>2016</b>	<b>2015</b>
	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Voluntary donations	1,061	-	-	1,061	1,629
	<u>1,061</u>	<u>-</u>	<u>-</u>	<u>1,061</u>	<u>1,629</u>

Donations in 2015 were £1,526 to General Fund and £103 to Restricted Funds.

<b>3 Income from charitable activities</b>				<b>2016</b>	<b>2015</b>
	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income from charitable activities	975	-	-	975	3,540
Community newspaper advertising	-	6,498	-	6,498	7,255
Grants:					
City Bridge Trust	-	-	16,000	16,000	-
Comic Relief	-	-	20,000	20,000	-
Fitzrovia Play Association	-	-	4,500	4,500	1,000
Henry Smith Foundation	-	-	-	-	30,000
Westminster City Council	-	-	3,991	3,991	-
Migrants Resource Centre	-	-	-	-	7,492
Derwent London plc	-	-	14,401	14,401	13,816
Sir Robert McAlpine Plc	-	-	-	-	540
Bengali Women's Health Project	-	-	-	-	1,000
	<u>975</u>	<u>6,498</u>	<u>58,892</u>	<u>66,365</u>	<u>64,643</u>

Income from charitable activities in 2015 was £4,540 to General Fund, £7,255 to Designated Funds, and £52,848 to Restricted Funds.

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2016**

<b>4 Expenditure on charitable activities</b>				<b>2016</b>	<b>2015</b>
	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Activities, outings & social events	499	-	11,500	11,999	11,398
Newsletter printing costs	-	3,954	-	3,954	4,035
Room hire	-	-	1,330	1,330	990
Equipment expensed	-	-	300	300	-
Project delivery staff:					
Employed	6,337	-	23,641	29,978	33,904
Contracted	17,003	-	3,190	20,193	17,140
Quality Mark assessment	35	-	1,000	1,035	-
Subscriptions	109	-	1,101	1,210	1,327
Support costs	10,773	122	7,325	18,220	15,740
	<b>34,756</b>	<b>4,076</b>	<b>49,387</b>	<b>88,219</b>	<b>84,534</b>

Expenditure on charitable activities in 2015 was £28,038 from General Fund, £4,432 from Designated Funds and £52,064 from Restricted Funds.

<b>5 Other expenditure</b>				<b>2016</b>	<b>2015</b>
	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Independent Examiner's fees	1,356	-	1,884	3,240	2,700
Other	363	-	-	363	356
	<b>1,719</b>	<b>-</b>	<b>1,884</b>	<b>3,603</b>	<b>3,056</b>

Other expenditure in 2015 was £98 from General Fund and £2,958 from Restricted Funds.

<b>6 Total resources expended</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
This includes:		
Depreciation of owned fixed assets	176	176
Wages and salaries	34,197	37,881
Employers' National Insurance	581	823
Independent Examiner's remuneration	3,240	2,700
Average number of employees during the year	<b>2</b>	<b>2</b>

No employee received salary in excess of £60,000 from the charity in the year.

**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.

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2016**

**8 Tangible fixed assets**

	<b>Plant and machinery etc £</b>
<b>Cost</b>	
At 1 April 2015	28,305
At 31 March 2016	<u>28,305</u>
<b>Depreciation</b>	
At 1 April 2015	27,596
Charge for the year	176
At 31 March 2016	<u>27,772</u>
<b>Net book value</b>	
At 31 March 2016	<u>533</u>
At 31 March 2015	<u>709</u>

<b>9 Debtors</b>	<b>2016 £</b>	<b>2015 £</b>
Other debtors	<u>3,734</u>	<u>736</u>

<b>10 Creditors: amounts falling due within one year</b>	<b>2016 £</b>	<b>2015 £</b>
Other creditors	<u>25,842</u>	<u>23,839</u>

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2016**

<b>11 Restricted Funds</b>	<b>2015</b>				<b>2016</b>
	<b>Balance</b>	<b>Incoming</b>	<b>Resources</b>	<b>Transfers</b>	<b>Balance</b>
	<b>£</b>	<b>resources</b>	<b>expended</b>	<b>£</b>	<b>£</b>
Analysis of fund balance by project:					
<u>Older Fitzrovia</u>					
Bengali Family Summer Outing	-	1,500	(1,500)	-	-
Westminster City Council	598	3,991	(4,357)	-	232
Sir Robert McAlpine Ltd	-			-	-
<u>Community advice and support services</u>					
City Bridge Trust	-	16,000	(12,917)	-	3,083
Comic Relief	-	20,000	(16,667)	-	3,333
Fitzrovia Play Association	-	3,000	(3,000)	-	-
<u>Other:</u>					
Healthy living massage	658	14,401	(12,830)	-	2,229
	<b>1,256</b>	<b>58,892</b>	<b>(51,271)</b>	<b>-</b>	<b>8,877</b>

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

Restricted Funds at 31 March 2015 were represented by cash at bank.

<b>12 Designated Funds</b>	<b>2015</b>				<b>2016</b>
	<b>Balance</b>	<b>Incoming</b>	<b>Resources</b>	<b>Transfers</b>	<b>Balance</b>
	<b>£</b>	<b>resources</b>	<b>expended</b>	<b>£</b>	<b>£</b>
Sustainability Designated Fund	27,000	-	-	4,000	31,000
Office Rent Reserve Fund	36,000	-	-	(36,000)	-
Whitfield Gardens Mural Restoration	700	-	-	-	700
Fitzrovia News Designated Fund	3,000	6,498	(4,076)	(2,422)	3,000
	<b>66,700</b>	<b>6,498</b>	<b>(4,076)</b>	<b>(34,422)</b>	<b>34,700</b>

**13 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.

**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.

**Fitzrovia Neighbourhood Association**  
**Notes to the Accounts**  
**for the year ended 31 March 2016**

**15 Related parties**

Shafu Khanom and Linus Rees, who are Trustees of Fitzrovia Neighbourhood Association ("FNA"), are also Trustees of Fitzrovia Play Association ("FPA") which made grants of £4,500 (2015 £1,000) to FNA during the year.