

REGISTERED COMPANY NUMBER: 02052268 (England and Wales)
REGISTERED CHARITY NUMBER: 295501

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017
FOR**

ONE WESTMINSTER

Kings Mill Partnership
Chartered Accountants and Statutory Auditors
75 Park Lane
Croydon
Surrey
CR9 1XS

ONE WESTMINSTER

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FOR THE YEAR ENDED 31 MARCH 2017**

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ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Objects of One Westminster remain:

- i) To promote volunteering and the role of voluntary organisations to achieve any charitable purpose for the benefit of the community.
- ii) To promote any charitable purpose and, in particular, the advancement of education, relief of unemployment, the protection of health and the relief of poverty, distress and sickness and
- iii) To promote and organise cooperation to facilitate the achievement of the above charitable purposes and to that end to bring together in council representatives of voluntary organisations and statutory authorities within the area of benefit which are engaged in the furtherance of the above charitable purposes.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our work and in planning future activities.

One Westminster continues to delivery high quality services aimed at supporting some of the most disadvantaged members of the community. We retain our work supporting, advocating and enabling volunteering across the city, providing support, advice, signposting and networking opportunities within the Westminster voluntary and community sector including the facilitation and development of the Westminster Community Network. We also deliver a number of discreet direct services to older people, adults with learning disabilities, the unemployed and local families through our Lottery funded projects and council contracts. Our social enterprise - Time and Talents continues to work with employers to enable them to provide much needed highly skilled volunteers for local charities and community groups to assist them in delivering their own charitable objectives.

Public benefit

The Trustees have paid due regard to the guidance on public benefit produced by The Charity Commission and are confident that the work of the charity meets all the criteria for public benefit.

Overview

This main focus organisationally this year has been to embed our systems and ways of working and develop and strong base from which to develop and grow. To this end the CEO has instituted regular Senior Management Team meetings and ensured that support and supervision, annual appraisal and all other HR processes are fully operational across the organisation. A confidential survey of staff was undertaken earlier in the year to establish stress levels which whilst confirming that all our staff work extremely hard, morale is high and people feel supported in their work.

The Board has received full written reports from the CEO in advance of all Board meetings and Project Leads on all of our delivery areas have attended Board Meetings to provide a full verbal report on their work and take questions. In this way we have ensured that the Trustees are confident about all aspects of One Westminster's work.

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

OBJECTIVES AND ACTIVITIES

ONE WESTMINSTER'S WORK WITH AND FOR VOLUNTEERS

VOLUNTEER OUTREACH AND DEVELOPMENT SERVICE (VODS)

One Westminster remains totally committed to the role of volunteering and the impact it can make, both for the individual and in the wider community.

Throughout the year we have continued to delivery our Westminster City Council contract. We also secured funding, via the Department of Work and Pensions, through the local Job Centre, to support an additional member of staff able to meet directly with unemployed clients and offer one-to-one support to help them into volunteering and employment.

The VODS team of 4 have worked exceptionally hard to ensure that we deliver our contract requirements and provide an exceptional service to individuals wishing to volunteer. This involves outreach work and one-to-one and group training. During 2016/17 the team supported 1874 individuals into volunteering opportunities and 541 unemployed people into volunteering.

The team supported 127 different Westminster organisations through 1:1 and group sessions around best practise in volunteer recruitment and retention. 918 individual volunteering opportunities were published on the Team Westminster web-site. The team undertook 242 outreach sessions to schools, colleges, Job Centres and voluntary organisations working with older people, homeless people and those recovering from substance misuse.

ONE WESTMINSTER'S VOLUNTEERS

In line with our commitment to volunteering, we always recruit our own volunteers to support our work. We have a great team who man our reception, answer phones, sort out our mail and undertake a wide range of other tasks including supporting our on-line presence on our web-site and twitter.

'Being part of One Westminster's Volunteers team had a big impact on my career, through working with Volunteer Outreach and Development Service (VOD's) I experienced new challenges, developed my skills and made me believe in my ability to succeed. It also opened new doors of volunteering opportunity with Hear Women, where I started working as a volunteer, and now I got a job as an Office Manager. Thanks to One Westminster'.

Shaima Almeran

'I have been volunteering for just over one year and this experience has enriched my life in many ways. Firstly, I enjoy gaining new skills and being part of a great team of people I work with. My volunteering position has helped me with my confidence issues and it helps me stay active. The fact, that I have this job included on my CV is a huge bonus. Thank you so much to the volunteering team at One Westminster'.

Ivona Wallder

ONE WESTMINSTER'S WORK WITH AND FOR THE VOLUNTARY SECTOR

For the past year, One Westminster has continued to serve the voluntary sector across Westminster in a number of ways. Our team of 4 have worked tirelessly to provide a web-site resource bank full of information and advice, bi-monthly bulletins, network meetings, regular emails, one-to-one advice and support sessions, training events, twitter feeds and representation.

All our work and efforts are based on the outcomes of our annual survey of the sector and our quarterly Charity Leaders' meetings and Community Network meetings. This year the survey was completed by 183 organisations. Through these regular events and the range of other network opportunities that take place to which our staff attend, we do our utmost to ensure that we are fully up to speed on the issues affecting and impacting on both the sector and the wider communities we serve.

This year the team delivered the following:-

- 185 Advice/signposting sessions to 87 organisations
- 22 E-bulletins
- 211 new entries onto the website covering everything from training opportunities, to jobs, fundraising, HR and governance.
- 8 training sessions including partnership training provided by Localgiving and Peninsula HR.

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

OBJECTIVES AND ACTIVITIES

We also worked alongside Kensington and Chelsea Social Council and SOBUS to deliver an annual Funders Fair and a Health and Care Transformation event.

"I would like to thank you for your help and assistance with Hear Women grant applications. With your help we have secured 3 grants since 2015: Award for all, People Health trust, WLCCG. Not only you have assisted us with application forms, but also taught us to think strategically and to understand the needs of the funders as well as the need of our users more closely. Our staff have also attended some of your organisational capacity building workshops. Therefore on behalf of Hear Women /GarGar Foundation users, staff and management let me take this opportunity and thank you for your great help and assistance." - Hear Women

"Staff at One Westminster have proved to be an invaluable support to the choir especially in developing a constitution, establishing our worth in the community and ensuring we are in good order to attract funding." - The Mayfair Community Choir

"We are always very grateful for your help and have personally used your funding database and your staff to help with applications. Thank you!" - All Souls Clubhouse

"Staff at One Westminster are always very helpful; a friendly and responsive team." - Cardinal Hume Centre

CHILDREN AND YOUNG PEOPLE

We continued to be funded by John Lyons Charity this year to work specifically with Children and Young People's organisations. This includes running a Children and Young People's Network which met 6 times this year, producing a regular newsletter providing specific information of use to the Children and Young People's sector - 7 this year and sending out additional emails and providing capacity building and fundraising support. Our network currently has 264 subscribers over double that last year.

This was a particularly challenging year, with Westminster City Council funding for the youth sector coming to an end in September 2016. One Westminster has been instrumental in supporting the establishment of the new Young Westminster Foundation and in providing the new charity with information concerning the impact of the loss of funding on the 12 organisations most directly affected. The post-holder funded by John Lyons spoke with each organisation to establish their immediate needs and the CEO is a founding trustee of the new Charity.

HEALTH AND WELL-BEING

The health and well-being agenda is huge and One Westminster has been heavily involved throughout the year in work relating to public health and in supporting and working with the two Clinical Commissioning Groups that cover the Westminster area.

We are sub-contracted by Central London Healthcare to deliver a small pilot social prescription project which involves us identifying all available voluntary sector activities and projects that could support a referred patient and feeding this information, on request to primary care health navigators in Central London. Between October 16 and March 2017 we received 24 referrals and provided information on 74 individual services.

Under our partnership arrangement with Paddington Development Trust, we were also able to recruit a member of staff on a part-time basis to join the team. With a focus on the health and well-being agenda we have supported the delivery of the North Health and Well-Being Network and worked closely alongside colleagues in Kensington and Chelsea Social Council to keep the sector up to date and engaged with the all the changes that have been occurring in the health field.

Our CEO has become a regular attender of Central London CCG's User Panel over the year, providing support and assistance to the members and speaking on behalf of the sector.

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

OBJECTIVES AND ACTIVITIES ONE WESTMINSTER'S PROJECTS

FAMILY LEARNING INVOLVEMENT PROJECT - FLIP (Big Lottery)

This was the second year of this project which supports local families from Church Street by providing a programme of after-school activities from the Portman Centre and other local venues. The activities are designed to encourage and support parents with their children's learning and development. After a number of challenges, the project has gone from strength to strength this year resulting in more families than ever benefitting. 484 children from 254 families were supported in learning activities designed to increase children's confidence, learning and socialisation.

The project works by encouraging referrals and accepting self-referral. This year 70 families were directed to our project by schools, social services and others, with 184 families self-referring thanks to word of mouth and our own publicity.

In addition to the weekly sessions, the fantastic team arranged 32 trips and outings for family learning activities.

H from Iraq was referred to FLIP when she was suffering from isolation and depression. She has enjoyed family learning activity. She said "I feel my children improved and I started to reduce the medication for depression".

Funding for the FLIP project ends at the end of next year in March 2018 and we have been working with Family Lives to pull together a bid to the Big Lottery to support a new project bringing together learning from both organisations to support families struggling to cope. Unfortunately, the outcome of any bid will not be known in time and discussions are on-going to see if any resources can be found to sustain the project beyond end March 2018.

BEFRIENDING AND MENTORING FOR ADULTS WITH LEARNING DISABILITIES (Big Lottery)

This project has now been running as a pilot and now a substantive programme for the past 5 years. Due to conclude at the end of September 2018, the project has had a highly successful year. 40 people with learning disabilities were referred to the project with 33 highly successful matches made between clients and volunteers. 10 people with learning disabilities were placed directly into volunteering opportunities.

VOLUNTEER PROJECT FOR PEOPLE WITH LEARNING DISABILITIES (Westminster City Council - Adult Social Care)

Supported by Westminster City Council, this project, which has now been extended for a further two years supports people with learning disabilities into volunteering opportunities. Working closely with our Lottery project, 70 volunteering placements were found for clients with 13 organisations offering volunteering placements. In addition, the project ran 27 group volunteering opportunities and 8 workshops including a number led and delivered by our business partners via our Time and Talents programme. With 43 individuals being referred to employment agencies, One Westminster continues to provide a much needed service for a particularly socially excluded group of people from our community. In all, 1,407 hours of direct volunteering was given by our clients.

"Volunteering get you out of the house, I get very lonely I live by myself and have no one to talk to. Friend of St Mary's Shop is where all my family is, they are very nice people they look after me." AC - Volunteer placement

BEFREINDING PLUS (Central London CCG)

This was the final year of delivery of the contract funding from Central London CCG. However, we have been fortunate to have raised external funding to enable the project to survive beyond the end of the contract and it should run for at least a couple more years.

Westminster houses a high number of older socially isolated people, many of them living alone, away from family and friends. Befriending plus, matches volunteers with a client offering friendship and companionship at least 2 hours a week. This year the team supported 90 service users as 23 referred were ineligible under the terms of the contract. We worked with 75 volunteers and made 40 successful new matches.

"I had an absolutely delightful morning. It is the happiest I have felt in a very long time. It is so nice to be able to talk about our passion for music and share what we have done." Client

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

OBJECTIVES AND ACTIVITIES

"She told me that after our walks together she had the confidence to walk around her property again with her friend earlier in the week. I was so proud. Even though walking hurts, she's reclaiming her life back which is so nice to witness." Volunteer

ONE WESTMINSTER'S SOCIAL ENTERPRISE

As previously, in order to diversify our income and to ensure that we continue to provide services needed by the local voluntary sector but not necessarily contracted for by the council, One Westminster delivers a number of services that also bring us in income. This year our Employee Brokerage Service, DBS Administration and desk, office and pigeon hole services brought income of £242,027 into the charity.

TIME & TALENTS

We have continued to deliver our flag-ship employee brokerage project, Time and Talents, throughout the year. Our priority is always to maximise the support the corporate and business sector provide to Westminster based charities and we have had another highly successful year. This year we supported 65 different organisations with 790 corporate volunteers who between them volunteered for 3000 hours! In total, 168 individual projects were supported and as a result over 7,000 people benefitted from the work undertaken.

The Council's new tender specification for the Support to Voluntary Organisations, which will commence in October 2017, now includes a major Corporate Social Responsibility strand, and One Westminster, if successful in our bid, has great plans in place to build on our existing Time and Talents programme and encourage even more local businesses, large and small to participate in putting something back into the Westminster community.

DBS ADMINISTRATION

Our DBS service has continued throughout the year and faced head-on a substantive challenge when we were identified by the Disclosure and Barring Service for a full audit and subsequent monitoring exercise. This involved large quantities of our forms and requests for DBS on behalf of local charities being challenged and us being required to evidence that we fully understood the relevant legislation and were administering the scheme in line with that legislation. We were eventually given a clean bill of health and are no longer subject to the intense monitoring.

The small team faced a major learning curve with grace and good humour and are now undoubtedly experts in the field. However, we cannot under-state, how much additional work was involved and how hard the team had to work. Given that a significant amount of our service is delivered by a volunteer, we owe them a huge debt of gratitude.

SPACE LETTINGS

We have continued to bring in income and support the sector by providing desks and offices to rent. In Pimlico, the Resource Centre now no longer houses the Time and Talents team, who moved back into Chapel Street. Consequently we are extremely grateful to our Facilities Manager, for keeping an eye on the venue, arranging repairs and keeping our tenants happy.

This year the following organisations have used the Resource Centre.

South Westminster community Organisation
South Westminster Community Festival
Russian Association of Psychologists
Film Works Trust
Russian Community Association
Bishop Creighton House
Westminster Bangladeshi Association
London Muslim Women's Welfare Organisation
African Development Society
Just add Spice
Doorstep Library
Lusofonia (Advice Service)
Assist & Empower

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

FINANCIAL REVIEW

Financial position

The Charity's income was £807,037 in the year ended 31st March 2017 compared to £1,096,954 in the year ended 31st March 2016. The total expenditure amounted to £737,542 in the year ended 31st March 2017 compared to £1,076,370 in the year ended 31st March 2016. At 31st March 2017 the charity had general free reserves of £38,833 from a total unrestricted fund amounting to £57,847. Overall the total fund balance carried forward at 31st March 2017 was £146,686.

Reserves and investment policy

Free reserves are defined as the net assets of the charity excluding those assets tied up in fixed assets or representing restricted funds. The stated policy of the Trustees is to set a target level of free reserves equivalent to three months future expenditure less amounts already held in restricted reserves. Free reserves as defined by Charity Commission guidance are equivalent to the charity's general reserve which is deficit. The Trustees are fully aware of the urgency of building up a reserve and all efforts are in place to enable this.

The Memorandum & Articles of Association provides that the charity invests monies not immediately required for its own purposes in or upon such investments, securities or property, as may be thought fit. At the present time the Trustees' policy is to maintain all such monies on deposits earning a market rate of interest.

Funders

Thanks to all our funders and commissioners for providing resources for our projects during 2016-2017. A special thanks to;

Westminster Tri-Borough

Westminster City Council

Big Lottery

John Lyons

Central London CCG

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 3 September 1986 and registered as a charity on 3 October 1986. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding one pound.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees (or the Board). The members of the Board are elected to serve for a period of two years after which they must be re-elected at the next Annual General Meeting for a further two years, but must not serve more than four years consecutively.

The Board successfully recruited new members over the course of the year and formally appointed to the Board at the AGM in October 2016 and currently comprises 12 members with a wide range of skills and expertise. At the AGM the Board expressed its huge appreciation to Shirley Springer, who had so successfully steered the charity through its merger and beyond.

Organisational structure

One Westminster was formed on 1 April 2014 by the merger between Volunteer Centre Westminster (VCW- est. 1986) and Voluntary Action Westminster (VAW est. 1965) with the merged organisation retaining the former charity and company registration numbers of VCW.

Throughout the year, the organisation has continued to be led by Jackie Rosenberg on a part-time basis, seconded from Paddington Development Trust. This arrangement is meeting the needs of both organisations and is likely to continue for the foreseeable future.

A memorandum of agreement exists between PDT and One Westminster allowing for both the secondment of the CEO and the services of another PDT employee on a half day a week basis, acting as Facilities Manager.

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Board of Trustees has in place an active risk register which is regularly reviewed. The register reviews all aspects of the Charity's activities and puts in place measures to reduce risk where necessary.

A full set of policies and procedures covering all aspects of the charity's work, including health and safety, child and vulnerable adult safeguarding, financial management etc. is in place and is reviewed annually.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02052268 (England and Wales)

Registered Charity number

295501

Registered office

37 Chapel Street
London
NW1 5DP

Trustees

Shirley Springer
Elizabeth Ann Frye
Edmond Heng Kuen Yeo
Guy Oliver Swales
Omar Ismail
Irene Margaret Kohler
David Solomon Iga Luyombya
Rahul Bhargava
Matthew Ayres
Sue Annie
Laura Brown
Emma Sharp

Chair

Treasurer

- appointed 1.6.16
- appointed 1.6.16
- appointed 1.6.16
- appointed 1.6.16
- appointed 1.6.16

Company Secretary

Jackie Rosenberg

Auditors

Kings Mill Partnership
Chartered Accountants and Statutory Auditors
75 Park Lane
Croydon
Surrey
CR9 1XS

Bankers

Unity Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

OBSERVER

Iain Bott (Westminster City Council)

ONE WESTMINSTER

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of One Westminster for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

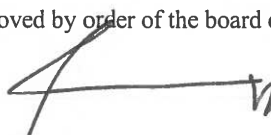
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Kings Mill Partnership, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 9:00 PM: 2017 and signed on its behalf by:


.....
Shirley Springer - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ONE WESTMINSTER

We have audited the financial statements of One Westminster for the year ended 31 March 2017 on pages eleven to eighteen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page eight, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

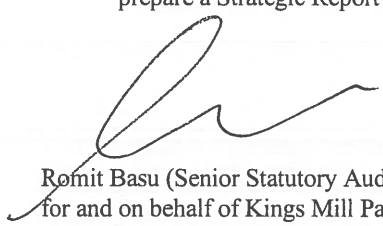
In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
ONE WESTMINSTER**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.



Romit Basu (Senior Statutory Auditor)
for and on behalf of Kings Mill Partnership
Chartered Accountants and Statutory Auditors
75 Park Lane
Croydon
Surrey
CR9 1XS

Date: 9 OCT 2017

ONE WESTMINSTER

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017

	Notes	Unrestricted funds £	Restricted funds £	2017 Total funds £	2016 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		860	500	1,360	8,780
Charitable activities					
Grants and contract funding		10,041	562,278	572,319	838,765
Other trading activities	2	231,037	2,232	233,269	249,250
Investment income	3	89	-	89	159
Total		<u>242,027</u>	<u>565,010</u>	<u>807,037</u>	<u>1,096,954</u>
EXPENDITURE ON					
Charitable activities					
Direct costs		11,722	27,513	39,235	72,337
Staff costs		100,956	333,311	434,267	523,047
Support costs		40,171	223,869	264,040	480,986
Total		<u>152,849</u>	<u>584,693</u>	<u>737,542</u>	<u>1,076,370</u>
NET INCOME/(EXPENDITURE)		<u>89,178</u>	<u>(19,683)</u>	<u>69,495</u>	<u>20,584</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		(31,331)	108,522	77,191	56,607
TOTAL FUNDS CARRIED FORWARD		<u><u>57,847</u></u>	<u><u>88,839</u></u>	<u><u>146,686</u></u>	<u><u>77,191</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

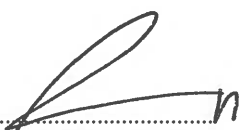
ONE WESTMINSTER

STATEMENT OF FINANCIAL POSITION
AT 31 MARCH 2017

	Notes	Unrestricted funds £	Restricted funds £	2017 Total funds £	2016 Total funds £
FIXED ASSETS					
Tangible assets	8	19,014	-	19,014	30,184
CURRENT ASSETS					
Debtors	9	22,862	22,838	45,700	31,332
Cash at bank		46,757	66,001	112,758	117,148
		<u>69,619</u>	<u>88,839</u>	<u>158,458</u>	<u>148,480</u>
CREDITORS					
Amounts falling due within one year	10	(30,786)	-	(30,786)	(100,489)
NET CURRENT ASSETS		<u>38,833</u>	<u>88,839</u>	<u>127,672</u>	<u>47,991</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		57,847	88,839	146,686	78,175
CREDITORS					
Amounts falling due after more than one year	11	-	-	-	(984)
NET ASSETS		<u>57,847</u>	<u>88,839</u>	<u>146,686</u>	<u>77,191</u>
FUNDS	13				
Unrestricted funds				57,847	(31,331)
Restricted funds:					
Restricted funds				88,839	108,522
TOTAL FUNDS				<u>146,686</u>	<u>77,191</u>

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

The financial statements were approved by the Board of Trustees on 31.05.2017 and were signed on its behalf by:


Shirley Springer - Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

Grant and contract funding

Income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Voluntary income

Income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received. The value provided by volunteers has not been included.

Other income

Income, including bank interest, is recognised in full when received.

Expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to the activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the basis of staff time attributable to each activity.

Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Income is deferred when received in advance of the period to which it relates.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- Straight line over the life of the lease
Fixtures and fittings	- Straight line over 4 years
Computer equipment	- Straight line over 3 years

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds are donations or other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

1. ACCOUNTING POLICIES - continued**Pension costs and other post-retirement benefits**

The charity makes contributions to a multi-employer pension scheme with a defined benefit element, which is administered by The Pension Trust, and other defined contribution schemes. The costs of the contributions are charged to the Statement of Financial Activities as they fall due.

2. OTHER TRADING ACTIVITIES

	2017	2016
	£	£
Fundraising events	-	50
Sundry Income	11,516	14,266
Time and Talent	96,327	105,937
Rental Income	95,061	88,605
Rental - Photocopier & other	245	2,203
DBS	30,120	36,022
Payroll & Mngt Service	-	2,167
	<u>233,269</u>	<u>249,250</u>

3. INVESTMENT INCOME

	2017	2016
	£	£
Bank interest	89	159
	<u>89</u>	<u>159</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2017	2016
	£	£
Depreciation - owned assets	<u>16,602</u>	<u>23,438</u>

5. AUDITORS' REMUNERATION

	2017	2016
	£	£
Fees payable to the charity's auditors for the audit of the charity's financial statements	<u>4,410</u>	<u>4,235</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2017	2016
Staff	27	27

No employees received emoluments in excess of £60,000.

Included in staff costs is the remuneration of the Chief Executive Officer:

	2017 £	2016 £
Wages and salaries	423,244	581,961
Social security costs	32,295	47,964
Other pension costs	14,841	21,853
Redundancy	9,263	10,158
	<u>479,643</u>	<u>661,936</u>

8. TANGIBLE FIXED ASSETS

	Improvements to property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2016	15,465	13,819	99,472	128,756
Additions	-	843	4,589	5,432
At 31 March 2017	<u>15,465</u>	<u>14,662</u>	<u>104,061</u>	<u>134,188</u>
DEPRECIATION				
At 1 April 2016	15,465	12,093	71,014	98,572
Charge for year	-	839	15,763	16,602
At 31 March 2017	<u>15,465</u>	<u>12,932</u>	<u>86,777</u>	<u>115,174</u>
NET BOOK VALUE				
At 31 March 2017	<u>-</u>	<u>1,730</u>	<u>17,284</u>	<u>19,014</u>
At 31 March 2016	<u>-</u>	<u>1,726</u>	<u>28,458</u>	<u>30,184</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade debtors	36,459	30,960
Other debtors	138	-
Prepayments	9,103	372
	<u>45,700</u>	<u>31,332</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade creditors	2,161	9,478
Other creditors	10,786	27,831
Accruals and deferred income	17,839	63,180
	<u>30,786</u>	<u>100,489</u>

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2017	2016
	£	£
Other creditors	-	984
	<u>-</u>	<u>984</u>

12. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2017	2016
	£	£
Within one year	8,899	2,000
Between one and five years	34,000	44,975
	<u>42,899</u>	<u>46,975</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

13. MOVEMENT IN FUNDS

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
Unrestricted funds				
General funds	(61,515)	105,780	(5,432)	38,833
Designated funds	30,184	(16,602)	5,432	19,014
	<u>(31,331)</u>	<u>89,178</u>	<u>-</u>	<u>57,847</u>
Restricted funds				
Restricted funds	108,522	(19,683)	-	88,839
	<u>77,191</u>	<u>69,495</u>	<u>-</u>	<u>146,686</u>
TOTAL FUNDS				

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	242,027	(136,247)	105,780
Designated funds	-	(16,602)	(16,602)
	<u>242,027</u>	<u>(152,849)</u>	<u>89,178</u>
Restricted funds			
Restricted funds	565,010	(584,693)	(19,683)
	<u>807,037</u>	<u>(737,542)</u>	<u>69,495</u>
TOTAL FUNDS			

RESTRICTED FUNDS	Brought Forward £	Incoming Resources £	Resources Expended £	Carried Forward £
Befriending Plus	11,250	75,935	(58,773)	28,412
LD Befriending - New	19,387	79,504	(85,787)	13,104
LD Volunteering - Old	697	20,000	(17,608)	3,089
Volemploy	4,227	19,233	(23,460)	-
Volunteer Outreach Development Service	11,375	59,919	(71,294)	-
Youth Volemploy	3,000	22,701	(25,701)	-
Children & Young People	29,394	35,000	(28,340)	36,054
FLIP	3,282	92,146	(92,801)	2,626
CVS	4,836	79,508	(81,618)	2,726
Big Lottery Senior Project Manager Grant	4,891	38,693	(43,584)	-
Flexible Support Fund	16,183	18,356	(31,711)	2,828
Health & Well Being	-	24,015	(24,015)	-
	<u>108,522</u>	<u>565,010</u>	<u>(584,693)</u>	<u>88,839</u>

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017.

15. FIRST YEAR ADOPTION

The company adopted FRS 102 for the first time in the year under review. No transitional adjustments arose.