

REGISTERED COMPANY NUMBER: 03246084 (England and Wales)
REGISTERED CHARITY NUMBER: 1059773

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014
FOR
TOWER HAMLETS PARENTS CENTRE

Raffingers Stuart
Chartered Certified Accountants
Statutory Auditors
19-20 Bourne Court
Southend Road
Woodford Green
Essex
IG8 8HD

TOWER HAMLETS PARENTS CENTRE
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for the year ended 31 March 2014

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TOWER HAMLETS PARENTS CENTRE

REPORT OF THE TRUSTEES
for the year ended 31 March 2014

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 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03246084 (England and Wales)

Registered Charity number
1059773

Registered office
Unit 1 Links Yard
29 Spelman Street
London
E1 5LX

Trustees

G Mortuza
Dr H Husain MBE
S Miah
M A Ahmed
S Ahmed
M Islam
Md M S A Khan
Mrs F Ahmed

Trustee, Ex-Local Councillor & Local Parent
Vice Chair, LBTH Education Department
Chair, Ex-Local Councillor and Local Businessman
Bangladesh Welfare Association
Treasurer, Local Teacher
Trustee and User Representative
Trustee, User and School Governors' Representative
Secretary, User and Women Groups' Representative

Company Secretary
Mrs F Ahmed

Auditors

Raffingers Stuart
Chartered Certified Accountants
Statutory Auditors
19-20 Bourne Court
Southend Road
Woodford Green
Essex
IG8 8HD

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

New Trustees are appointed due to their interest in the work of charity and their recognised experience in specific fields which will further support the work of the Tower Hamlets Parent Centre.

Induction and training of new trustees

New trustees are appointed due to their interest in the work of the charity and their recognised experience in specific fields which will further support the work of Tower Hamlets Parents Centre. New trustees are given a full induction by the director. Trustees can retire when they wish as they do not serve under a fixed term of tenure.

Organisational structure

The board of trustees administers the charity. The board meets quarterly.

Wider network

At present Tower Hamlets Parents Centre does not consider itself part of a wider network.

Related parties

Tower Hamlets Parents Centre has no tied organisations or companies.

TOWER HAMLETS PARENTS CENTRE

REPORT OF THE TRUSTEES
for the year ended 31 March 2014

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the charity are as follows:

Aims:

The Tower Hamlets Parents Centre (THPC) is a registered charitable educational organisation based in the London Borough of Tower Hamlets. The Centre is a focus for education, training, advice and support for parents, guardians and/or carers of children. It provides a range of services and activities for parents/families in order to enable them to gain new knowledge, skills and confidence to increase involvement and participation in their children's education and to fulfil their roles as parents functioning as a successful 'family unit'. It provides support for parents/families in accessing services and organises programmes of activities encouraging inclusion, participation and connection in order to build stronger communities.

Objectives:

- To encourage active parental participation in their children's education.
- To provide Language classes for local women/mothers to improve their language, literacy and communication skills.
- To provide advice and information for children, parents/families to improve choice and access to education.
- To support parents/families in handling of their children's admissions and secondary transfer process.
- To provide education/training for parents to enable them to bring up their families successfully.
- To work with truants and children with behavioural problems and their families to prevent exclusions.
- To support excluded children to remain in and complete their education.
- To liaise with other organisations in Tower Hamlets doing similar or complimentary work.
- To provide a safe and user-friendly environment where parents can meet to share mutual problems and experiences.
- To provide Homework Support Sessions for local children to improve their attainment.

TOWER HAMLETS PARENTS CENTRE

REPORT OF THE TRUSTEES for the year ended 31 March 2014

ACHIEVEMENT AND PERFORMANCE

Charitable activities

1. Entry Level 1 ESOL Class: Two-two hourly Sessions per week were delivered for newly arrived mothers at the Parents Centre for 40 weeks. This Class is for beginners with little or no literacy in English and begins with teaching the main sounds in English and the Alphabet using the Jolly Phonics system. The Class has been following the Adult ESOL Core Curriculum and the termly Syllabus has been closely based on the ESOL Skills for Life Syllabus (18 mothers attended).
2. Entry Level 2 ESOL Class: Two-two hourly Sessions per week were delivered for women at the Parents Centre for 40 weeks. This is for students who have completed Entry 1 and/ are ready to move on to more complex reading, writing and speaking or listening tasks. The Class has been following the Adult ESOL Core Curriculum and the termly Syllabus has been closely based on the ESOL Skills for Life Syllabus (18 mothers attended).
3. Entry Level 3 ESOL Class: One- two hourly session per week was delivered for 40 weeks. This is for students who have completed Entry 2 and/or are ready for more complex reading, writing and speaking or listening tasks. The Class has been following the Adult ESOL Core Curriculum and termly Syllabus has been closely based on the ESOL Skills for Life Syllabus (14 mothers attended).
4. Parenting Skills Course: A Course consisting of a two hour weekly Session was delivered over 12 weeks. The Session intended to develop the knowledge and skills of young and first time mothers and thus, focused on parenting issues, especially parenting young children from birth to 6/7 years of age and children's Health, diet and illnesses, particularly obesity among young children and how this serious endemic Health issue could be prevented (16 mothers attended).
5. Educational Advice and Information: The Truancy and Exclusion Project held a weekly Drop-in Session in order to provide advice and information on educational issues such as - Admissions, Secondary Transfer, Truancy, Free School Meals and Extended Leave, Behavioural Problems and Exclusions (93 clients served).
6. Educational Casework: The Truancy and Exclusion Project undertook casework representing children in Admission Appeals, disciplinary and exclusion hearings (27 cases).
7. Educational Advocacy/Outreach Work: The Truancy and Exclusion Project provided advocacy and outreach support for children and young people, working with their families to improve attendance and discipline in schools and to prevent exclusions (65 clients served).
8. Referrals/Access to Services: The Parents Centre supported mothers/families who needed support with their Claims, Immigration, Housing, Debt and Domestic Violence issues through a referral service (137 mothers/families).
9. Saturday Homework Club: A three hourly Session per week on Saturdays was delivered in order to provide additional support for 7 - 11 year old children in their Homework, particularly in English and Maths at Key Stages 1 and 2 (25 children attended).
10. Summer Holiday Activities: The Parents Centre delivered a programme of activities and events for local children and families from deprived, disadvantaged and ethnic minority backgrounds during the Summer Holiday, 2013. Activities included learning Sessions on Poetry, Reading and Writing, Arts and Crafts, Maths and Games, English and Maths, Film Shows and Games and a daytrip to Thorpe Park (125 children and parents participated).
11. Books Library: The Parents Centre organised a Books Library by facilitating local ethnic minority parents and children to borrow books throughout the year (145 mothers and children borrowed books).
12. Eid Party: The Parents Centre celebrated the Eid by holding a Party in August 2013, which facilitated local parents, children and families to come together, socialise and widen their social networks in order to promote community cohesion (75 parents and children attended).
13. Young People's Mentoring and Career Support: The Parents Centre delivered two Sessions, each two hours in duration, per week, providing structured training on Employment related English, ICT and Presentational Skills to assist disadvantaged and unemployed young people into Employment over 36 weeks (24 young beneficiaries).
14. Parents Meetings: The Parents Centre organised 4 Parents' meetings; two on the issue of Domestic Violence and Forced Marriage, in order to raise awareness and inform parents of these issues. We also organised two workshops on Admission and Secondary Transition in order to provide training for parents and enable them to deal with their children's Secondary Transition process (115 parents attended).
15. Healthy Living Week: We organised a Healthy Living Week; a week of Health Promotion activities with the objective to raise awareness of Health issues and improve access to Services leading to an improved physical and mental Health. The Programme of the week included advice and information Sessions, Workshops and Displays on Health issues, Talks and Presentations on Smoking and Smoking Cessation, Paan Chewing and Cessation, Cancer and Cervical Screening and "BLIP" tests for beneficiaries. The Programme of the week was extremely successful, and it exceeded our expectations in terms of achieving output and outcomes (200 beneficiaries attended).
16. Nutrition and Cookery Classes: A Two hour weekly Nutrition and Cookery Session was delivered for 12 weeks. The first one hour of the Session discussed about nutrition, food value, calories, child obesity, protein and vitamins, effects of eating excessive salt, sugar and fat and the need for eating vegetables and less carbohydrates. The second hour of the Session involved cooking Mediterranean, Chinese, some Indian and vegetarian dishes with less sugar, oil or fat in a Healthy and cost effective way (50 women attended).
17. Fitness and Exercise Sessions: A one hour weekly Session per week was delivered for 16 weeks. In these Sessions, having developed an exercise programme for individual participants, the Trainer advised them on food and diet and weighed them regularly to monitor the impact of these Sessions. The participants also learnt some easy and light exercise practices and breathing exercise techniques which they could practise in their daily lives (15 women attended).
18. Self-Help Groups for Women: A two hourly Session per week for women was delivered at the Parents Centre for 12 weeks. In these Sessions, the participants talked frankly about their illnesses and issues that they were experiencing and they also supported each other within the peer group (11 women attended).
19. Self -Help Groups for Men: A two hourly Session per week for 2 cohorts of men was organised for 12 weeks. The participants talked about their Health issues: Diabetes, Hyper- tension, Heart problems, Respiratory and Smoking related illnesses which they were experiencing. They shared information and supported each other within the group (10 + 8= 18 men attended).
20. Workshops on Healthy Eating: A two hour weekly Workshop on Healthy Eating: eating fruit and vegetables, was delivered for 10 weeks in partnership with Mohila Ongon (15 women).
21. Health Workshops for Women: An hourly Session per week was delivered at the Parents Centre for a group of 15 women for 14 weeks. We delivered another 3 Workshops, each two hours in duration to three different groups of 28 women. These Workshops showed videos and discussed a range of issues such as Blood Pressure, Diet, Anaemia, Heart Disease, Osteoporosis, Asthma, Diabetes, Depression, Cervical Cancer and Breast Cancer etc. (43 women attended).
22. Health Workshops for Men: We delivered a 2 hourly 8 Workshops for a group of 10 men. These Workshops discussed different Health related issues like Healthy living, Healthy eating, Diet, Smoking Cessation, Keeping Fit, the need for Exercise, eating fruit and vegetables (10 beneficiaries).
23. Health Workshops for Men and Women (Mixed Groups): We delivered 2 hourly 4 Workshops for 4 different groups of 53 mixed men and women beneficiaries. These Workshops showed videos and discussed a range of general Health issues such as Diet, Blood Pressure, Anaemia, Asthma, Heart Disease, Diabetes, Depression and Cervical Cancer (53 mixed beneficiaries).

TOWER HAMLETS PARENTS CENTRE

REPORT OF THE TRUSTEES for the year ended 31 March 2014

ACHIEVEMENT AND PERFORMANCE

Charitable activities

24. **Healthy Food Exhibition:** In order to promote Healthy eating, we organised a Healthy Food Exhibition on the 30th of June 2013, in partnership with Mohila Ongon. The Programme of the Event included display of Continental, Mediterranean and traditional Indian and vegetarian dishes, cakes and savoury dishes prepared with less salt, sugar, oil and fat by "Health Matters" staff and volunteers. The Health Promotion Officers also explained to participants how they could prepare and serve similar dishes in a Healthy and cost effective way for their families and children. Our staff also encouraged them to eat more fruit, vegetables, fibre and fish to promote Healthy eating among participants (150 attended).
25. **Health Advocacy Work:** A half a day Health Advocacy Session per week was provided at the Parents Centre for 40 weeks. In this Service, users were supported in making appointments, translating letters from Service Providers, showing the use of Gluco Meter and Blood Pressure Monitor, booking Physiotherapy Sessions, referring to local Gyms, Paan and Smoking Cessation Project and advising users how to lose weight, arranging Blood Tests, writing letters for making appointments, explaining use of medication and provided users with information on Health issues bi-lingually (55 people attended).
26. **Drop-in-Support Sessions:** A half a day weekly Drop-in Session was held for 40 weeks. These Sessions provided users with information on Health issues, supported them by making appointments for them, translating letters, explaining use of medication, booking Physiotherapy Sessions, registering them in local Gyms and Sports Centres and communicating with Service Providers through telephone etc. Through these Sessions, users were registered in other activities and services delivered at the Parents Centre and some were referred to other Agencies such as Citizens Advice Bureau, Law Centre and Health Clinics (Served 120 users).
27. **Outreach Support:** Outreach support was provided through home visits, holding stalls in Community Events and by visiting other partner organisations. The support given involved providing advice and information on Health issues, accompanying patients to Service Providers; GPs and the Hospital, explaining patients' conditions over the telephone, monitoring patients' Blood Pressure, giving "BLIP" tests to beneficiaries to examine their fitness and assisting users to control and cope with their conditions, such as Diabetes, High Blood Pressure, Heart Disease, Asthma, Depression and Obesity (65 users).
28. **Paan Cessation Workshops:** Initially, 2 Paan Cessation Workshops; one for 7 women and another attended by 11 women, were delivered. Then, during the Healthy Living Week, one more Workshop, attended by 12 women was delivered. Additionally, we held two Workshops, attended by 60 women, which discussed both the issues of Smoking and Paan Cessation, combining them within the same Session. After these Workshops were delivered, a number of women came to the Centre and sought support and information on Cessation Service at Royal London (7+11+12+60= 90 users).
29. **Smoking Cessation Workshops:** Initially, 3 Workshops delivered; one for 9 men and another two attended by 41 men. We also organised a Talk and a Video Presentation on the issue on the 27th of April 2014, attended by 20 young people, when our One Day Football Tournament was held. Additionally, we organised two Workshops which discussed combining both issues; Smoking and Paan Cessation together within the same Session. These Workshops discussed the harmful effects of Smoking, the ways to give up this habit and support provision available in the Borough (70 users).
30. **Cervical Screening Workshops:** 4 Cervical Screening Workshops were delivered; two attended by 70 women and another two for two groups of 55 women. These Workshops discussed the symptoms of Cervical disease and users were encouraged to undertake screening, emphasising the fact that early diagnosis of the illness can save lives. Additionally, a Presentation was made on Cancer and Cervical Screening on the Women's International Day, organised on 5th of March 2014, which was attended by 72 women of ethnic minority backgrounds (197 users).
31. **Sewing Session:** A two hour weekly Sewing Session was organised for a group of women where they made Shelwar, Kamiz and other outfits of their choice, cutting patterns and designs by themselves (12 women attended).
32. **Walking Group:** A Walking Group was organised for an elderly group of women with the objective to improve their mobility by providing them with the opportunity to come out of their homes for 12 weeks. In this Group, the participants visited a few places of interest in the locality like Parks, Art Gallery, Libraries and the Idea Store etc. (12 women attended).
33. **Football Tournament:** We organised a One Day Football Tournament in partnership with "SPLASH" Youth Project, which was participated by 12 teams and watched by 150 spectators. The day was designed to raise awareness of Health issues; the need for Fitness and Physical Exercise among young people in the community. The activities of the day included; Blood Pressure Monitoring, Exercise and Fitness activities, "BLIP" tests and displays on Health issues like Cancer and Cervical Screening and harmful effects of Smoking and Smoking Cessation (200 users).
34. **Women's International Day:** The Parents Centre celebrated the Women's International Day on the 5th of March 2014, in partnership with Mohila Ongon in order to promote Women's issues such as gender equalities, education and careers, safe-guard against Domestic Violence, Forced Marriage and Women's Rights. The Programme of the day included a talk on Domestic Violence and a presentation on Cancer and Cervical Screening which dealt with the symptoms of the killer disease and encouraged women to undertake screening with an emphasis on the fact that early screening and diagnosis of the disease can save lives (72 women attended).
35. **ESOL Embedded ICT Training:** An hourly Session of ICT tuition embedded in a two hourly ESOL Session per week was delivered to three cohorts (each consisting of 12 beneficiaries) of 36 women for 30 weeks, from the beginning of July 2012, to June, 2013. Thus, 12 weeks of the Project was delivered during this financial year. The Project developed ICT skills of the participants in an organic way by embedding ICT into the ESOL Skills for Life Curriculum (36 beneficiaries).
36. **Life Saving Skills:** We delivered 6 Workshops on Life Saving Skills in different Venues; one in Canon Barnett School, three in the Workhouse Centre and two at the Parents Centre. Four of these Workshops focused on the Basic Skills needed in emergency situations to save lives. Information provided in these Workshops included; Recovery Position, CPR, Serious Bleeding, Burns and Breaks, Choking, Heart Attack and Strokes. Beneficiaries had the opportunities to practise CPR on Dummies. Two of these Workshops focused on First Aid for children and how to deal with an emergency involving young children (85 beneficiaries).

For 2013/2014, the Parents Centre has worked with over 2476 clients (parents and children).

FINANCIAL REVIEW

Reserves policy

The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are needed to bridge the funding gaps between spending on activities and receiving resources through voluntary grants. The trustees consider that the ideal level of reserves as at 31 March 2014 would be three months of resources expended which equates to £29,300.

The actual reserves as at 31 March 2014 were £12,588 which is £16,712 less than our target figure. In calculating the reserves, the trustees have excluded from total funds the restricted income funds of £18,027.

The trustees are actively pursuing sources of funding in order to ensure that there are sufficient reserves to provide to financial stability and flexibility.

TOWER HAMLETS PARENTS CENTRE

REPORT OF THE TRUSTEES
for the year ended 31 March 2014

FINANCIAL REVIEW

Investment policy and objectives

Under its Memorandum of Association the charity has power to invest in any way the trustees wish.

FUTURE DEVELOPMENTS

Tower Hamlets Parents Centre will continue to expand and develop its activities to provide encouragement for active parental participation in their children's education.

PUBLIC BENEFIT STATEMENT

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Tower Hamlets Parents Centre 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).

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, Raffingers Stuart, will be proposed for re-appointment at the forthcoming Annual General Meeting.

ON BEHALF OF THE BOARD:


Trustee

Date: 31/10/2014

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
TOWER HAMLETS PARENTS CENTRE**

We have audited the financial statements of Tower Hamlets Parents Centre for the year ended 31 March 2014 on pages seven to thirteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 five, 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, including APB Ethical Standard - Provisions Available for Small Entities (Revised), in the circumstances set out in note 14 to the financial statements

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 2014 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; 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.

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 prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.



Mr Thuraiatnam Sudarshan FCCA (Senior Statutory Auditor)
for and on behalf of Raffingers Stuart
Chartered Certified Accountants
Statutory Auditors
19-20 Bourne Court
Southend Road
Woodford Green
Essex
IG8 8HD

Date: 31/10/2014

TOWER HAMLETS PARENTS CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2014

	Notes	Unrestricted fund £	Restricted fund £	2014 Total funds £	2013 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	5,050	117,064	122,114	109,624
RESOURCES EXPENDED					
Charitable activities					
Education, training and advice	3	5,050	94,542	99,592	86,464
Governance costs	5	-	17,609	17,609	19,042
Total resources expended		<u>5,050</u>	<u>112,151</u>	<u>117,201</u>	<u>105,506</u>
NET INCOMING RESOURCES		-	4,913	4,913	4,118
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>12,588</u>	<u>13,114</u>	<u>25,702</u>	<u>21,584</u>
TOTAL FUNDS CARRIED FORWARD		<u>12,588</u>	<u>18,027</u>	<u>30,615</u>	<u>25,702</u>

The notes form part of these financial statements

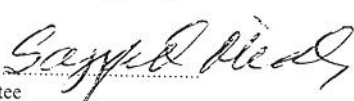
TOWER HAMLETS PARENTS CENTRE

BALANCE SHEET
At 31 March 2014

	Notes	Unrestricted fund £	Restricted fund £	Total £	2014 funds £	Total £	2013 funds £
FIXED ASSETS							
Tangible assets	9	-	5,969	5,969		6,268	
CURRENT ASSETS							
Debtors	10	-	13,627	13,627		2,260	
Cash at bank and in hand		<u>12,588</u>	<u>3,817</u>	<u>16,405</u>		<u>28,236</u>	
		12,588	17,444	30,032		30,496	
CREDITORS							
Amounts falling due within one year	11	-	(5,386)	(5,386)		(11,062)	
NET CURRENT ASSETS		<u>12,588</u>	<u>12,058</u>	<u>24,646</u>		<u>19,434</u>	
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>12,588</u>	<u>18,027</u>	<u>30,615</u>		<u>25,702</u>	
NET ASSETS		<u>12,588</u>	<u>18,027</u>	<u>30,615</u>		<u>25,702</u>	
FUNDS	13						
Unrestricted funds				12,588		12,588	
Restricted funds				<u>18,027</u>		<u>13,114</u>	
TOTAL FUNDS				<u>30,615</u>		<u>25,702</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 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 31/10/2014 and were signed on its behalf by:



 Trustee

TOWER HAMLETS PARENTS CENTRE

notes to the financial statements for the year ended 31 March 2014

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Incoming resources

All incoming resources are included on 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

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs comprise those costs associated with meeting the constitutional and strategic requirements of the charity and the audit fees and costs linked to the strategic management of the charity.

Allocation and apportionment of costs

Overhead and support costs relating to charitable activities have been apportioned based on staff time.

Tangible fixed assets

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

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 15% on reducing balance

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

TOWER HAMLETS PARENTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 31 March 2014

2. VOLUNTARY INCOME

	2014	2013
	£	£
Donations	5,050	9,700
Grants	<u>117,064</u>	<u>99,924</u>
	<u>122,114</u>	<u>109,624</u>

Grants received, included in the above, are as follows:

	2014	2013
	£	£
London Borough of Tower Hamlets	10,027	5,648
BBC Children in Need Appeal	4,975	9,950
Bishopsgate Foundation	1,500	1,500
Charles S French Charitable Trust	1,000	-
Wakefield Trust	-	6,000
The Hilden Fund	1,000	-
Garfield Weston Foundation	10,000	-
The Hale Trust	800	500
The Hilden Charitable Trust	-	1,150
The Essex Fairway Trust	6,500	-
City Bridge Trust/City of London Corporation	-	12,575
Lottery Fund/Restricted Funds	60,887	57,976
29th May 1961 Charitable Trust	1,500	1,500
ESF/London Council Grant	3,125	3,125
Trusthouse Charitable Foundation	5,500	-
Woodward Charitable Trust	250	-
St James Place Foundation	<u>10,000</u>	<u>-</u>
	<u>117,064</u>	<u>99,924</u>

3. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 4)	Totals
	£	£	£
Education, training and advice	<u>62,906</u>	<u>36,686</u>	<u>99,592</u>

4. SUPPORT COSTS

	Management £
Governance costs	12,221
Education, training and advice	<u>36,686</u>
	<u>48,907</u>

5. GOVERNANCE COSTS

	2014	2013
	£	£
Accountancy	1,600	1,600
Legal fees	-	1,333
Consultancy costs	2,288	2,051
Auditors' remuneration	1,500	1,500
Support costs	<u>12,221</u>	<u>12,558</u>
	<u>17,609</u>	<u>19,042</u>

6. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2014	2013
	£	£
Auditors' remuneration	1,500	1,500
Depreciation - owned assets	<u>1,054</u>	<u>1,106</u>

TOWER HAMLETS PARENTS CENTRE
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 31 March 2014

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2014 nor for the year ended 31 March 2013.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2014 nor for the year ended 31 March 2013.

8. STAFF COSTS

	2014	2013
	£	£
Wages and salaries	75,329	65,198
Social security costs	<u>3,777</u>	<u>3,453</u>
	<u>79,106</u>	<u>68,651</u>

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

	2014	2013
Charitable expenditure	3	3
Administration	<u>1</u>	<u>1</u>
	<u>4</u>	<u>4</u>

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

No employee received remuneration amounting to more than £60,000 in either year.

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2013	16,238	10,717	26,955
Additions	<u>180</u>	<u>575</u>	<u>755</u>
At 31 March 2014	<u>16,418</u>	<u>11,292</u>	<u>27,710</u>
 DEPRECIATION			
At 1 April 2013	13,947	6,740	20,687
Charge for year	<u>371</u>	<u>683</u>	<u>1,054</u>
At 31 March 2014	<u>14,318</u>	<u>7,423</u>	<u>21,741</u>
 NET BOOK VALUE			
At 31 March 2014	<u>2,100</u>	<u>3,869</u>	<u>5,969</u>
At 31 March 2013	<u>2,291</u>	<u>3,977</u>	<u>6,268</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Other debtors	<u>13,627</u>	<u>2,260</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Taxation and social security	-	914
Other creditors	<u>5,386</u>	<u>10,148</u>
	<u>5,386</u>	<u>11,062</u>

TOWER HAMLETS PARENTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 31 March 2014

12. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2014 £	2013 £
Expiring: Between one and five years	<u>18,108</u>	<u>17,582</u>

13. MOVEMENT IN FUNDS

	At 1.4.13 £	Net movement in funds £	At 31.3.14 £
Unrestricted funds			
General fund	<u>12,588</u>	<u>-</u>	<u>12,588</u>
Restricted funds			
Homework club	3,600	1,550	5,150
Health matters programmes	<u>9,514</u>	<u>3,363</u>	<u>12,877</u>
TOTAL FUNDS	<u>13,114</u>	<u>4,913</u>	<u>18,027</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Restricted funds			
School Exclusion and Truancy	10,000	10,000	-
Homework Club	9,950	8,400	1,550
Summer Programme	6,431	6,431	-
Health Matters Programme	60,887	57,524	3,363
Women's ICT Embedded ESOL	3,500	3,500	-
Women's ICT Employment	3,125	3,125	-
ESOL Class	12,000	12,000	-
Young People's Mentoring Project	6,671	6,671	-
Workshops on Health Issues	<u>4,500</u>	<u>4,500</u>	-
	<u>117,064</u>	<u>112,151</u>	<u>4,913</u>

Name of fund	Description, nature and purpose for the fund
Health Matters Programme	To provide services to improve physical and mental health of disadvantaged ethnic minority communities. The services and activities delivered include outreach support, health advocacy, workshops on health issues, fitness exercise and swimming sessions, nutrition and cookery class, healthy food exhibition and workshops on smoking and Paan cessation and cervical screening.
School Exclusion and truancy	To provide outreach and mentoring support to children and their families to improve attendance and discipline in the classroom and prevent exclusions.
Homework Club	To provide additional support for 7-11 year old children in their homework, particularly in English and Maths at Key Stage 2.
Summer Programme	To deliver programmes of activities and events for local children and families during the summer holiday 2013.
ESOL Class	To provide literacy and ESOL classes for mothers to improve language and communication skills.
Workshops on Health Issues	To provide Workshop on Health issues to raise awareness of mothers on various illnesses and healthy balance diet.
Women's ICT Embedded ESOL	To provide ICT Embedded ESOL classes for women to improve their English language and ICT skills.
Women's ICT Employment	To provide ICT tuition to women to improve their ICT skills and employment prospect.
Young People's Mentoring Project	To provide structured training on employment related English, ICT and presentation skills.

Unrestricted funds represents funds available to the trustees for the general purposes of the charity.

14. APB ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

TOWER HAMLETS PARENTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 31 March 2014

15. DONATIONS

	2014 £	2013 £
Charities Trust PYM	500	-
JP Jacobs Charitable Trust	50	-
Diana Parker Charitable Trust	500	-
Austin and Hope Pilkin Trust	1,000	-
Berwin Leighton Paisner BLP	-	1,000
C D Korn	-	200
Hogan Lovells	-	500
Haberdashers Company	-	1,000
Worshipful Company of Coopers	1,500	1,500
Worshipful Company of Fan Makers	-	2,000
SNR Denton LLP	-	2,000
Ruben Foundation	250	500
The Coutts Charitable Trust	500	500
CAF	-	500
Users Contribution	750	-
	<hr/>	<hr/>
	<u>5,050</u>	<u>9,700</u>

TOWER HAMLETS PARENTS CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2014

	2014 £	2013 £
INCOMING RESOURCES		
Voluntary income		
Donations		
Grants	5,050	9,700
	<u>117,064</u>	<u>99,924</u>
Total incoming resources	<u>122,114</u>	<u>109,624</u>
	122,114	109,624
RESOURCES EXPENDED		
Charitable activities		
Wages		
Social security	53,100	42,969
Outreach and activities	1,773	1,419
	<u>8,033</u>	<u>3,740</u>
	62,906	48,128
Governance costs		
Accountancy		
Legal fees	1,600	1,600
Consultancy costs	-	1,333
Auditors' remuneration	2,288	2,051
	<u>1,500</u>	<u>1,500</u>
	5,388	6,484
Support costs		
Management		
Wages		
Social security	22,229	22,229
Postage and stationery	2,004	2,034
Advertising	1,158	2,043
Sundries	-	622
Hire of equipment	547	414
Premises cost	651	300
Computer running cost	20,472	20,607
Travelling expenses	123	764
Telephone	25	44
Fixtures and fittings	644	731
Computer equipment	371	404
	<u>683</u>	<u>702</u>
	48,907	50,894
Total resources expended	<u>117,201</u>	<u>105,506</u>
	117,201	105,506
Net income	<u>4,913</u>	<u>4,118</u>

This page does not form part of the statutory financial statements