

**HAMPSTEAD GARDEN SUBURB FELLOWSHIP**  
(Registered Charity No. 207948 )

**Trustees' Annual Report and Accounts**  
**for the period 01/08/2019 – 26/11/2020**

The Trustees are pleased to present their Annual Report & Accounts for the above period which have been unanimously agreed by them and the Management Committee at the Annual Meeting on 26<sup>th</sup> November 2020. (The Accounts are for **the financial year 01/08/2019 – 31/07/2020** and have been duly approved by the Independent Examiner).

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**Object**

Hampstead Garden Suburb Fellowship is a charity (founded in 1910) to promote the physical, social, cultural and educational wellbeing of Hampstead Garden Suburb residents over the age of 60.

**Activities**

In order to fulfil directly and indirectly its charitable object, Fellowship conducts a wide range of activities and welfare support most of which is based in the community centre building of Fellowship House at 136A Willifield Way, Hampstead Garden Suburb, London NW11 6YD.

### **Governance and Management Structure**

Fellowship is run according to the provisions laid down in its Constitution by a Management Committee of at least eight local unpaid volunteers who choose from their number between three and five Trustees. One member of the Management Committee is appointed by the Hampstead Garden Suburb Residents Association, a body one of whose purposes is to promote the general welfare of all Hampstead Garden Suburb Residents regardless of age (ie about 5,000 households). As well as overseeing the activities of Fellowship, the Management Committee is responsible for the management of the buildings and land leased from The Hampstead Garden Suburb Trust. Cleaning and caretaking services are provided by a professional team. To finance its charitable activities, Fellowship derives income mainly from donations from residents, bequests, letting income and subscriptions from Club members. The accounts of Fellowship are examined annually by an Independent Examiner.

## **Management & Trustees during the period 01/08/2019 – 26/11/2020**

### Management Committee

John Mathias (Chairman until retirement on 01/06/2020)  
Keith Ellis (Treasurer until retirement from Committee on 26/11/2020)  
Jill Purdie (Secretary, Activities and Newsletter)  
Irene Colomb  
Andrew Botterill (Chairman from 01/06/2020, Interim Treasurer from 25/11/2020)  
Gill Read (Transport, retired from Committee 07/08/2020)  
Janet Elliott (retired from Committee 07/08/2020)  
Lorna Jones (Transport, joined Committee 05/03/2020)  
Sally Botterill (Weekly Talks and Art Gallery)  
Elisabeth Kocen (Lettings)  
Margaret Lancaster (Fellowship Club Membership Secretary)  
Louise Scheuer (Residents Association Representative until 26/11/2020)  
Helen Leiser (Residents Association Representative from 26/11/2020)

### Trustees

John Mathias (until 01/06/2020)  
Keith Ellis (until 26/11/2020)  
Andrew Botterill (from 04/06/2020)  
Irene Colomb  
Jill Purdie

## **Review of the Period 01/08/2019 – 26/11/2020**

The period has of course been divided into two: (1) pre Covid lockdown up until 15/03/2020 and (2) the period that Fellowship was closed then opening for a temporary and low key operation then closed again. In the first part, Fellowship continued its charitable activities by running a full programme of activities for its beneficiaries - members of the Fellowship Club and other Suburb residents aged over 60. The website provides details of activities. Fellowship took over the management of and responsibility for a series of six chamber concerts on Sunday afternoons between October and December. This provided classical music of a high international standard for the extremely low seat price of £11. Under the motto 'Bringing the Wigmore Hall to Hampstead Garden Suburb', all these concerts were sellouts.

From the onset of the March lockdown, we did what we could to keep contact via phone calls and the Fellowship Newsletter with the older and more vulnerable members of the local community. We took measures to ensure that other members of the Fellowship 'family' – caretakers, class leaders etc did not suffer any undue financial hardship and that Fellowship's building and grounds were kept in good condition. A significant donation was made to the charity Age UK (Barnet) to help with upkeep of its local services during lockdown for elderly residents in the local area of the London Borough of Barnet.

In early October we re-opened a number of activities in Fellowship House. This involved much co-ordination and preparation as well as expenditure in order to provide activities in a 'Covid Secure' environment. It was notable that these endeavours were as important as a morale booster to the wider community as they were of direct benefit to those who participated. The re-opening was only a month old when it was time to close again under the second Government lockdown however the lessons learned and preparations made will ensure a speedy return to activity for the benefit of the community at whatever level is permitted when the next reopening comes around.

Going forward, we are keen to put in place our plans to make Fellowship even more attractive to its beneficiaries by moves such as providing cost free refreshments for users of Fellowship House, making Club Membership free for local sheltered housing residents and abolishing the charge made for the annual coach trip. We also wish to become more proactive in seeking out those in need on the Suburb and developing the relationship with Age UK (Barnet). We will continue where time and space allow to encourage the use of Fellowship House as a Suburb community centre for all ages. It is hoped to update our Constitution, more or less unchanged since 1958.

## **Financial Review of the Period 01/08/2019 – 31/07/2020**

The dramatic increase in Suburb residents' donations collected by the Residents Association over last year is because last year's collection was paid mostly in this year together with this year's amount. 'Other donations' includes the Government's £10,000 'Retail, Hospitality and Leisure' grant received from the local authority. Expenditure on Charitable Donations and Welfare Work increased by 17%. The 38% fall in letting income reflects exactly the proportion of the financial year in which Fellowship had to be closed. £20,000 was moved from our HSBC bank account to the Charities Official Investment Fund Deposit Account.

Careful financial stewardship over the past years has put Fellowship into the robust position it needs now, facing after two Covid lockdowns the prospect of minimal or zero income in the current financial year whilst incurring significant ongoing expenditure on maintenance of buildings and grounds and continuing payments to utilities and cleaning and caretaking staff. Even with this imbalance between income and expenditure in the next 6-9 months there is still financial headroom for the increased direct charitable and welfare expenditure we plan in the meantime. We will be left at the beginning of the 2021 Financial Year with a satisfactory level of reserves and fully able to continue our charitable operations when 'normality' eventually resumes.

## **Contact and Information**

For detailed information about Hampstead Garden Suburb Fellowship and its activities, visit our website : [www.fellowshiphouse.co.uk](http://www.fellowshiphouse.co.uk) and any questions should be directed by email to [hello@fellowshiphouse.co.uk](mailto:hello@fellowshiphouse.co.uk)

## Independent Examiner's Report

I have examined the Income and Expenditure account and the Statement of Assets and Liabilities of HGS Fellowship and have obtained all the information and explanations that I considered necessary. In my opinion HGS Fellowship has kept proper books and the Income and Expenditure account and the Statement of Assets and Liabilities are in agreement therewith.

Peter Blackstaffe FCA

## Statements of Accounts, Assets and Liabilities

<u>Hampstead Garden Suburb Fellowship</u>		<u>Statement of Accounts : Year ended 31 July 2020</u>	
2018/19		General Fund	2019/20 Total
£	<u>Income</u>	£	£
868	Donations collected by Residents Association	17,099	17,099
3,000	Legacies	1,000	1,000
0	Gift Aid	468	468
10,298	Members subs and proceeds from teas and croquet	6,607	6,607
2,500	Grand piano	0	0
2,948	Autumn music series (includes sale of piano in 2018/19)	(839)	(839)
35,137	Donations for use of Fellowship House	21,545	21,545
3,212	Other donations (includes members)	11,332	11,332
282	Income from investments	294	294
<u>58,245</u>	<b>Total income</b>	<u>57,506</u>	<u>57,506</u>

<b><u>Expenditure</u></b>			
25,315	Upkeep of Fellowship House, garden and croquet lawn	23,272	23,272
2,335	Welfare work	3,184	3,184
7,892	Charitable donations	9,900	9,900
255	Printing , stationery, postage, miscellaneous	366	366
<u>35,797</u>	<b>Total expenditure</b>	<u>36,722</u>	<u>36,722</u>

22,448	Excess of Income over Expenditure	20,784	20,784
(282)	Income from investments retained within Investment Fund	(294)	(294)
84,189	Funds brought forward	90,715	90,715
(15,640)	Purchase of grand piano	0	0
<u>90,715</u>	Funds carried forward	<u>111,205</u>	<u>111,205</u>

### **Statement of Assets and Liabilities**

#### **Monetary assets**

92,874	Cash at bank	90,205	
52,419	Charities Official Investment Fund deposit account	<u>72,713</u>	
			162,918

#### **Other assets**

1,096	Debtors		1,500
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#### **Other non-monetary assets held for own use**

233,020	Fellowship House premises, at cost less depreciation	227,955	
39,565	Fellowship House furnishings and equipment, at cost less depreciation	<u>33,627</u>	
			<u>261,582</u>
	Total assets held		426,000

(3,255)	<u>Less creditors</u>		(500)
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<u>415,719</u>	<b>Total net assets</b>		<u>425,500</u>
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#### **Representing**

90,715	General Fund	111,205	
315,004	Investment Fund	304,295	
10,000	Building Sinking Fund	<u>10,000</u>	
	<b>Total unrestricted funds</b>		<u>425,500</u>
<u>415,719</u>			<u>425,500</u>

**Declaration**

The Trustees declare that they have approved the foregoing Trustees Annual Report & Accounts

Signed on behalf of the Charity's trustees

Andrew Botterill

Position : Chairman

Date : 26<sup>th</sup> November 2020