

Company Number: 2020165  
Charity Number: 294555

Chantrey Vellacott DFK

**HESTIA HOUSING AND SUPPORT**  
(a company limited by guarantee and  
not having a share capital)

**Financial Statements**  
**31 March 2002**



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# HESTIA HOUSING AND SUPPORT

## Financial statements for the year ended 31 March 2002

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# HESTIA HOUSING AND SUPPORT

## Trustees, officers and advisers

### Trustees

John Starmer (Chair) \*(5)  
Andrew Berthier (Treasurer) \*(1)(3)  
Barbara Henderson \*(4)(3)  
Sarah Grundy \*(3)  
Martin Jones\* (2)  
Hazel Langan \*(3)  
Aidan Linton-Smith \*(2)  
Joanna Mark-Richards\*(3)  
Mary Stratton \*(2)(5)  
Josie Wicks  
Paul Bundyford

\*(1) Member of Finance Sub-Committee  
\*(2) Member of Services Sub-Committee  
\*(3) Member of Personnel Sub-Committee  
\*(4) Member of Development Sub-Committee  
\*(5) Member of Bail & Probation Sub-Committee

### Secretary and Chief Executive

Patrick Ryan

### Registered office

64-66 The Mall  
Ealing  
London  
W5 5LS

### Auditors

Chantrey Vellacott DFK  
Chartered Accountants  
Russell Square House  
10-12 Russell Square  
London  
WC1B 5LF

### Principal bankers

Barclays Bank plc  
74 Shepherd's Bush Green  
London  
W12 8QB

### Solicitors

Sinclair Taylor & Martin  
9 Thorpe Close  
Portobello Road  
London  
W10 5XL

**Company number :** 2020165

**Charity number :** 294555

## **HESTIA HOUSING AND SUPPORT**

### **Report of the Board of Trustees (incorporating the Directors' Report) for the year ended 31 March 2002**

The Trustees present their report and the audited financial statements for the year ended 31 March 2002.

#### **Trustees**

The Trustees constitute the directors of the charity for the purposes of the Companies Act 1985 and Trustees for the purposes of the Charities Act 1993.

One third of the Trustees are subject to re-election annually and Trustees may only serve in office for a maximum of ten years.

The following Trustees served during the year and up to the date of signing this Report:

John Starmer (Chair)  
Andrew Berthier (Treasurer)  
Barbara Henderson  
Sarah Grundy  
Martin Jones  
Hazel Langan  
Aidan Linton-Smith  
Paul Bundyford – appointed December 2001  
Joanna Mark-Richards  
Mary Stratton  
Josie Wicks

Resignations to be reported are as follows:

Rekha Bhardwa (February 2002)  
John Cooke (December 2001)  
Andrew Lovegrove (March 2002)

#### **Chief Executive**

The Chief Executive is Patrick Ryan. He is not a member of the company and has no legal status as Director although he acts as executive within the authority delegated by the Trustees.

#### **Principal aims and activities**

The charity continues to provide accommodation and support for people with mental health problems, people on bail, probation and parole, homeless people and people with HIV/AIDS. In furtherance of these objects our policy is either to enter into partnership with a housing provider or to acquire property, and to employ suitably qualified staff to provide housing management and care services to residents.

## **HESTIA HOUSING AND SUPPORT**

### **Report of the Board of Trustees (incorporating the Directors' Report) for the year ended 31 March 2002**

#### **Progress during the year**

At the end of the year Hestia Housing & Support was providing housing management and support to a total of 228 residents in 29 buildings and support services to 10 others in their homes, in the Boroughs of Hammersmith & Fulham, Ealing, Wandsworth, Hounslow, Lambeth and Kingston upon Thames.

In May 2000 Trustees adopted a strategic plan for the period 2000-2003. This plan has been composed as a result of consultation with all staff. The plan proposes targets in line with the organisation's mission statement. This plan is currently being reviewed in the light of developments in the environment including Supporting People, the new Care Standards Act and the development opportunities that have arisen during the year.

In May 2001 residents moved back into the newly converted Harwood Road scheme and into the newly remodelled Harwood Terrace Scheme, both of which have proven to be successful and are achieving the service aims identified for the remodelling.

In November 2001, a floating support scheme for Young Parents was launched and despite early problems in establishing the client base is now operating effectively.

During the year the head office of the company moved from Hammersmith to newly refurbished premises in Ealing. Due to delays in building work this also involved a temporary move to offices already leased by the company in Fulham. The new head office is now fully operational and includes an in-house training facility for the first time.

The operating figures for the company indicate the problems we incurred through the year with high levels of sickness. Despite this we were able to take actions to ensure standards of service were maintained whilst still delivering a satisfactory overall financial position. Managers and staff at the projects showed great dedication to overcome the problems caused by the high absence levels.

#### **Future developments**

A grant of £20,000 has been made available by Ealing, Hammersmith & Hounslow Health Authority in order to make improvements to facilities for women at our project at Villiers Road. This work commenced on January 2001, a further grant of £5,000 for the refurbishment of the kitchens at Villiers Road was received from the Bailey Thomas Charitable Trust and work on this will commence in July 2002.

We are also in negotiation with the Home Office for funds to develop a replacement hostel for our bail and probation hostel at Cologne Road. We are searching for suitable sites and will be seeking planning permission during 2003/04. Development funding is being received to fund the search and the associated public relations effort needed to support such proposals.

In 2002/3 we will be developing new schemes in Kingston (12 high support supported housing flats for tenants with mental health problems and a floating support scheme for adults with drugs/alcohol dependency problems) and a floating support scheme for people with mental health problems in Hounslow.

In addition merger talks are proceeding with North Kensington Womens Aid for them to become part of Hestia providing refuges in Kensington and Kingston and a Supported Housing Scheme in Kingston. This merger is likely to take place in August 2002.

## **HESTIA HOUSING AND SUPPORT**

### **Report of the Board of Trustees (incorporating the Directors' Report) for the year ended 31 March 2002**

#### **Future developments**

We have been negotiating charges for our supported housing projects under the Supporting People regime with RSL's and Local Authorities. At the time of writing over 90% of the new charges had been agreed and will allow us to; introduce enhanced services at our Wellington Road South Scheme, develop two mental health high support beds at our Beechcroft Scheme and provide two peripatetic workers to provide additional cover at all supported housing schemes. In addition we will be making improvements to our IT, monitoring and financial services.

In 2002/03 we will be examining each of our registered care homes to assess the potential benefits of relinquishment of registration. No decision will be made until a thorough cost benefit analysis has been carried out.

#### **Organisation**

Hestia Housing & Support is managed by a Committee of Management which meets six times a year to discuss strategic direction, to formulate policy and to oversee operational matters. The Committee is supported by four sub-committees which consider in detail matters of finance, personnel, service delivery and bail & probation. The chairs of the sub-committees also meet twice a year to ensure consistency of operation between the sub-committees.

Day to day management of the organisation is delegated to the Chief Executive and senior management team. This team comprises the Chief Executive, Director of Corporate Services, Director of Operational Services, Director of Finance and the Group Managers for the four operational groups – Bail & Probation, Supported Housing, Residential Mental Health Services (Kingston & Ealing), Residential Mental Health Services (Hammersmith & Fulham and Wandsworth).

#### **Risk**

At their meeting on 23 July 2001 Trustees considered a report prepared by the Chief Executive on the major risks facing the charity. They concluded that they were satisfied that the major operational and financial risks had been identified and that appropriate systems had been established to mitigate them. They called for further reports on regulatory risk, employment risk and the risk of abuse to residents. They agreed that they should receive an annual report on risk. In 2001/2002 new policies on allegations of abuse and various aspects of employment and employee relations and representation were introduced.

#### **Financial report for the year**

Details of the results for the year are set out on page 6 and in the notes to the financial statements.

The organisation made a surplus during the year of £46,575 (2001 : £362,815). From this surplus, designated funds have been increased for cyclical maintenance, sinking fund and furniture replacement by the sum of £26,268. The operating fund now stands at £558,029 which is equivalent to two months salary costs.

Funds totalling £4,375 (2001 : £3,551) are held by the charity on behalf of two residents. These have not been included in the financial statements.

## **HESTIA HOUSING AND SUPPORT**

### **Report of the Board of Trustees (incorporating the Directors' Report) for the year ended 31 March 2002**

#### **Reserves**

Hestia's policy is that, after accounting for designated reserves set up for specific purposes, an appropriate level of general reserves to safeguard the organisation's operations and to ensure stability would equate to two months staff costs.

#### **Fixed assets**

Fixed asset movements during the year are stated in note 7 to the financial statements.

#### **Statement of trustees' responsibilities**

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its net income or expenditure for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity 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 charity and which enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Employees and volunteers**

The charity accepts that certain groups and individuals are denied equal opportunities and suffer discrimination. Both as an organisation and as an employer, we are committed to developing policies, working practices and attitudes designed to combat discrimination and to promote good relations and equal opportunity.

All staff are supervised regularly and appraised annually. During the year a full day conference was held for all staff.

Volunteers are encouraged to offer their services as long as adequate supervision can also be provided.

#### **Auditors**

Chantrey Vellacott DFK have indicated their willingness to be re-appointed in accordance with section 385 of the Companies Act 1985.

Approved by the Committee of Management on 13 September 2002

  
John Stammer  
Chair/Director

# HESTIA HOUSING AND SUPPORT

## Independent Auditors' report to the members of Hestia Housing and Support

We have audited the financial statements of Hestia Housing and Support for the year ended 31 March 2002 which are set out on pages 6 to 16. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

### Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of Hestia Housing and Support for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Trustees' Annual Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

### Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### Opinion

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 2002 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

*Chantrey Vellacott DFK*

CHANTREY VELLACOTT DFK

Chartered Accountants  
Registered Auditors  
London

Date: 13 September 2002

# HESTIA HOUSING AND SUPPORT

## Statement of financial activities for the year ended 31 March 2002 (including an Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2002 £	Total 2001 £
<b>Incoming resources</b>					
Donations, legacies and similar incoming resources		4,459	1,125	5,584	26,631
<b>Incoming resources from operating activities</b>					
Activities in furtherance of the charity's objects					
Rents and charges		2,458,037	-	2,458,037	2,276,586
Grants	2	1,751,192	58,624	1,809,816	1,895,344
<b>Investment income</b>					
Bank interest		23,885	-	23,885	32,151
Other incoming resources		24,147	-	24,147	16,991
<b>Total incoming resources</b>		<u>4,261,720</u>	<u>59,749</u>	<u>4,321,469</u>	<u>4,247,703</u>
<b>Resources expended</b>					
<b>Charitable expenditure</b>					
Costs of activities in furtherance of the charity's objects					
Houses expenditure	3	3,759,445	71,340	3,830,785	3,481,402
Support costs	3	424,705	-	424,705	369,944
Managing and administering the charity	3	19,404	-	19,404	33,542
<b>Total resources expended</b>		<u>4,203,554</u>	<u>71,340</u>	<u>4,274,894</u>	<u>3,884,888</u>
<b>Net income/(expenditure)</b>	4	58,166	(11,591)	46,575	362,815
Transfer between funds	11	(15,500)	15,500	-	-
Balances brought forward		42,666 591,730	3,909 1,205,924	46,575 1,797,654	362,815 1,434,839
<b>Balances carried forward</b>		<u>634,396</u>	<u>1,209,833</u>	<u>1,844,229</u>	<u>1,797,654</u>

All amounts relate to continuing activities. No activities were discontinued during the year.  
The charitable company has no recognised gains or losses other than those dealt with above.

The notes on pages 9 to 16 form part of these financial statements.

# HESTIA HOUSING AND SUPPORT

## Balance sheet as at 31 March 2002

	Notes	2002 £	2001 £
<b>Fixed assets</b>			
Tangible assets	7	<u>1,332,391</u>	<u>1,251,728</u>
<b>Current assets</b>			
Debtors	8	403,634	370,571
Cash at bank and in hand		<u>473,438</u>	<u>513,706</u>
		877,072	884,277
<b>Creditors: amounts falling due within one year</b>	9	<u>(365,234)</u>	<u>(338,351)</u>
<b>Net current assets</b>		<u>511,838</u>	<u>545,926</u>
<b>Net assets</b>	13	<u><u>1,844,229</u></u>	<u><u>1,797,654</u></u>
<b>Represented by:</b>			
<b>Unrestricted funds</b>			
Operating fund		558,029	470,131
Designated funds		<u>76,367</u>	<u>121,599</u>
	10	634,396	591,730
<b>Restricted funds</b>	11	<u>1,209,833</u>	<u>1,205,924</u>
<b>Total funds</b>		<u><u>1,844,229</u></u>	<u><u>1,797,654</u></u>

The financial statements were approved by the Committee of Management on 13 September 2002 and signed on its behalf by



Andrew Berthier  
Treasurer/Director

The notes on pages 9 to 16 form part of these financial statements.

# HESTIA HOUSING AND SUPPORT

## Cash flow statement for the year ended 31 March 2002

	Notes	2002 £	2001 £
<b>Net cash inflow from operating activities</b>	12	<u>40,804</u>	<u>422,979</u>
<b>Returns on investment and servicing of finance</b>			
Interest received		23,885	32,151
<b>Capital expenditure</b>			
Purchase of tangible fixed assets		<u>(104,957)</u>	<u>(304,325)</u>
<b>(Decrease)/increase in cash in the year</b>		<u>(40,268)</u>	<u>150,805</u>
<b>Reconciliation of net cash flow to movement in net funds</b>			
Cash at bank and in hand			
At 1 April 2001		513,706	362,901
At 31 March 2002		<u>473,438</u>	<u>513,706</u>
		<u>(40,268)</u>	<u>150,805</u>

The notes on pages 9 to 16 form part of these financial statements.

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

### 1. Accounting policies

#### a) Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Companies Act 1985, applicable accounting standards, and the Statement of Recommended Practice on Accounting and Reporting by Charities issued in October 2000.

#### b) Incoming resources and resources expended

The company's financial statements show all of the Hestia Housing and Support projects and activities undertaken or managed from 1 April 2001 to 31 March 2002.

i) Charges to residents, interest from deposit accounts and tax refunds are included in the Statement of Financial Activities in the year in which they are receivable.

ii) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities when received.

iii) Grants are credited to the Statement of Financial Activities when receivable unless they related to a specified future period, in which case they are deferred.

iv) Overheads are allocated to projects on the basis of time spent by support staff.

#### c) Designated funds

Designated funds are unrestricted funds allocated by the trustees for particular purposes.

#### d) Restricted funds

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund. Grants for the purchase of fixed assets are credited to a restricted fund when received. Depreciation on the related assets is charged against the fund. The exception to this are grants received for normal running expenses of the organisation's projects which, though specific to each project, are treated as unrestricted.

#### e) Depreciation

Depreciation is provided using the following rates and bases to reduce by annual instalments the cost, less estimated residual value, of the tangible assets over their estimated useful lives:

Freehold land and buildings	1% straight line
Leasehold improvements	Over the occupational term of the lease
Fixtures, fittings and equipment	25% straight line
Computer equipment	33.33% straight line
Motor vehicles	25% straight line

In the case of land and buildings the capital cost includes the purchase prices and alterations, but not associated professional fees which are written off to expenditure.

Capital expenditure within and for project premises not owned by the organisation is written off immediately, after allowing for grants receivable. Depreciation costs are allocated to projects on the basis of the use of the related assets.

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

### 1. Accounting policies

#### f) Leasing

Rentals payable under operating leases are taken to the profit and loss account on a straight line basis over the lease term.

#### g) Pensions

The charitable company makes contributions to employees' personal pension schemes. These contributions are charged to expenditure in the period to which they relate.

### 2. Grants

	Unrestricted £	Restricted £	2002 Total £	2001 Total £
Supported Housing Management Grant	368,540	-	368,540	342,770
London Borough of Ealing	306,461	-	306,461	293,909
Home Office	904,401	29,402	933,803	993,890
D.S.S. Section 30	-	-	-	27,700
Probation Committees	-	-	-	114,015
London Borough of Hammersmith and Fulham	18,458	26,361	44,819	17,817
Ealing, Hammersmith and Hounslow Health Authority	83,209	-	83,209	93,921
London Borough of Hounslow	32,177	-	32,177	28,922
Pilgrim Trust	-	13,020	13,020	-
Bailey Thomas Charitable Fund	-	5,000	5,000	5,000
Other grants	37,946	-	37,946	-
	<u>1,751,192</u>	<u>73,783</u>	<u>1,824,975</u>	<u>1,917,944</u>
Received during the year				
	<u>1,751,192</u>	<u>73,783</u>	<u>1,824,975</u>	<u>1,917,944</u>
<b>Deferred grants</b>				
At 1 April 2001				
Ealing, Hammersmith and Hounslow Health Authority	-	20,000	20,000	2,400
Bailey Thomas Charitable Fund	-	5,000	5,000	-
	<u>-</u>	<u>25,000</u>	<u>25,000</u>	<u>2,400</u>
At 31 March 2002				
Ealing, Hammersmith and Hounslow Health Authority	-	(4,943)	(4,943)	(20,000)
Bailey Thomas Charitable Fund	-	(5,000)	(5,000)	(5,000)
Home Office	-	(17,216)	(17,216)	-
London Borough of Hammersmith and Fulham	-	(13,000)	(13,000)	-
	<u>-</u>	<u>(40,159)</u>	<u>(40,159)</u>	<u>(25,000)</u>
Credited to income	<u>1,751,192</u>	<u>58,624</u>	<u>1,809,816</u>	<u>1,895,344</u>

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

3. Charitable expenditure	Unrestricted £	Restricted £	2002 Total £	2001 Total £
<b>Housing expenditure</b>				
Staff and related costs	2,894,033	13,361	2,907,394	2,534,455
Food and household	283,006	18,020	301,026	316,831
Medical and resident's welfare	28,761	-	28,761	36,855
Property running costs	315,499	15,057	330,556	319,335
Office costs	117,020	-	117,020	120,014
Vehicle and travel expenses	27,793	-	27,793	29,128
Special events	-	-	-	769
Professional fees	-	12,186	12,186	24,767
Mortgage repayments	27,745	-	27,745	27,136
Depreciation	6,570	12,716	19,286	20,685
Setting up/refurbishment costs	6,217	-	6,217	-
Management charges from Housing Associations	40,761	-	40,761	40,777
Sundries	12,040	-	12,040	10,650
	<u>3,759,445</u>	<u>71,340</u>	<u>3,830,785</u>	<u>3,481,402</u>
<b>Support costs</b>				
Staff and related costs			320,461	275,983
Food and household			3,291	6,466
Property running costs			40,766	24,601
Office costs			38,254	38,604
Vehicle and travel expenses			3,473	2,192
Special events			1,881	2,574
Professional fees			2,787	4,907
Bank charges			3,640	3,224
Depreciation			5,008	9,035
Sundries			5,144	2,358
			<u>424,705</u>	<u>369,944</u>
<b>Managing and administering the charity</b>				
Audit and accountancy			13,673	22,672
Annual report			4,651	5,105
AGM and functions			1,080	4,015
Staff and related costs			-	1,750
			<u>19,404</u>	<u>33,542</u>
<b>Total charitable expenditure</b>			<u>4,274,894</u>	<u>3,884,888</u>

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

4.	<b>Net income/(expenditure)</b>	<b>2002</b>	<b>2001</b>
		£	£
	Net income is stated after charging:		
	Depreciation	24,294	29,720
	Auditors' remuneration:		
	Audit	13,673	11,575
	Accountancy	-	10,046
		<u>          </u>	<u>          </u>

5.	<b>Trustees and employees</b>	<b>2002</b>	<b>2001</b>
		£	£
	Staff costs:		
	Wages and salaries (including agency staff)	2,749,190	2,422,446
	Social security costs	210,333	214,078
	Pension costs	89,862	83,866
		<u>          </u>	<u>          </u>
		<u>3,049,385</u>	<u>2,720,390</u>

No employee earned more than £50,000 in the year (2001 : NIL).

The average weekly number of employees and trustees during the year (including volunteers) was made up as follows:

	<b>Number</b>	<b>Number</b>
Trustees	12	13
Project staff	129	125
Support staff	10	9
	<u>          </u>	<u>          </u>
	<u>151</u>	<u>147</u>

The Trustees are not remunerated for their services to the charity.

No Trustee received any remuneration for services during the year (2001 : NIL). Expenditure of £NIL was incurred covering all of the Trustees for room hire, travel and subsistence, and sundry items. Expenses claimed by Trustees in 2001 totalled £551.

No Trustee had any beneficial interest in any contract with the charity.

No indemnity insurance has been purchased on behalf of the Trustees.

### 6. Pension costs

Pensions contributions are made into employees' personal pension plans. Contributions payable by the charity amounted to £89,862 (2001 : £83,866).

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

7. Tangible fixed assets	Leasehold improvements £	Freehold land and buildings £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
<b>Cost</b>					
At 1 April 2001	-	1,271,620	164,913	29,073	1,465,606
Additions	87,443	-	17,514	-	104,957
At 31 March 2002	<u>87,443</u>	<u>1,271,620</u>	<u>182,427</u>	<u>29,073</u>	<u>1,570,563</u>
<b>Depreciation</b>					
At 1 April 2001	-	36,810	152,887	24,181	213,878
Charge for year	-	12,716	9,948	1,630	24,294
At 31 March 2002	<u>-</u>	<u>49,526</u>	<u>162,835</u>	<u>25,811</u>	<u>238,172</u>
<b>Net book value</b>					
At 31 March 2002	<u>87,443</u>	<u>1,222,094</u>	<u>19,592</u>	<u>3,262</u>	<u>1,332,391</u>
At 31 March 2001	<u>-</u>	<u>1,234,810</u>	<u>12,026</u>	<u>4,892</u>	<u>1,251,728</u>

Ealing, Hammersmith and Hounslow Health Authority have a charge over the freehold property at Lynton Terrace.

The organisation is also the registered owner of the freehold property 9 Cologne Road, London SW11. Full funding was received from the Home Office for the purchase in April 1974 of £15,500. The organisation has entered into an undertaking to pass the proceeds of any sale of both this property and 298 Leigham Court Road, for which full funding was also received, to the Home Office.

8. Debtors	2002 £	2001 £
Grants receivable	155,329	144,826
Rent and charges in arrears	229,059	213,847
Other debtors	7,010	7,010
Prepayments	12,236	4,888
	<u>403,634</u>	<u>370,571</u>

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

9.	<b>Creditors: amounts falling due within one year</b>			2002 £	2001 £
				119,903	51,909
				57,224	21,643
				66,596	65,367
				2,103	5,809
				43,904	67,112
				75,504	126,511
				<u>365,234</u>	<u>338,351</u>
10.	<b>Unrestricted funds</b>	At 1 April 2001 £	Increase £	Decrease/ transfer (note 11) £	At 31 March 2002 £
	<b>Operating fund</b>	<u>470,131</u>	<u>4,235,452</u>	<u>4,147,554</u>	<u>558,029</u>
	<b>Designated funds</b>				
	Refurbishment costs				
	Dame Gertrude House	5,000	-	-	5,000
	Leigham Court Road/Harwood Road	15,000	-	6,500	8,500
	Cyclical maintenance				
	Lynton Terrace	7,938	1,393	-	9,331
	Keswick Road	5,508	1,250	-	6,758
	Mill Place	2,614	1,250	-	3,864
	Furniture fund	8,179	14,536	-	22,715
	Sinking Funds				
	Keswick Road	2,080	2,171	-	4,251
	Lynton Terrace	2,200	3,500	-	5,700
	Mill Place	2,080	2,168	-	4,248
	Office relocation	65,000	-	65,000	-
	Residents' handbook	6,000	-	-	6,000
	<b>Total designated funds</b>	<u>121,599</u>	<u>26,268</u>	<u>71,500</u>	<u>76,367</u>
	<b>Total unrestricted funds</b>	<u>591,730</u>	<u>4,261,720</u>	<u>4,219,054</u>	<u>634,396</u>

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

### 10. Unrestricted funds (continued)

The operating fund is a general reserve equivalent to two months of salary costs, which is the amount deemed prudent by the Trustees to hold in reserve to ensure stability and to safeguard the organisation's operations.

Refurbishment costs – These are funds identified to carry out specific refurbishment at Dame Gertrude Young House, Leigham Court Road and Harwood Road.

Cyclical maintenance – These are funds required for six yearly maintenance and decoration of buildings for which responsibility is not assumed by an owning registered social landlord.

Furniture fund – This fund is held for replacement of furniture which cannot be replaced from the annual revenue budget (e.g. washing machine, cookers, freezers).

Sinking funds – These are funds required for long-term major repairs of buildings for which responsibility is not assumed by an owning registered social landlord.

Resident's handbook – This fund is set up to finance the production of a handbook for residents and tenants which will advise them of the organisation's policies and procedures in an easily accessible format.

11. Restricted funds	At 1 April 2001 £	Increase/ transfer £	Decrease £	At 31 March 2002 £
Donations	11,768	1,125	-	12,893
Grants	-	58,624	58,624	-
Lynton Terrace	491,900	-	4,919	486,981
Leigham Court Road	291,000	-	2,910	288,090
Improvements to Leigham Court Road	401,256	-	4,012	397,244
Cologne Road	-	15,500	875	14,625
FLAGS	10,000	-	-	10,000
Total	1,205,924	75,249	71,340	1,209,833

Restricted donations and grants comprise those funds used for specified purposes as laid down by the donor.

Restricted property funds comprise funding received for the purchase and refurbishment of the properties stated. Depreciation of these properties and other specified property costs are charged against these funds.

The transfer from unrestricted funds (note 10) relates to the recognition of Cologne Road as a restricted asset due to the nature of the funding previously received for it.

The FLAGS fund comprises a legacy left to Hestia for utilisation in work with people with HIV.

# HESTIA HOUSING AND SUPPORT

## Notes to the financial statements For the year ended 31 March 2002

### 12. Reconciliation of net movement in funds to net cash flow from operating activities

	2002 £	2001 £
Net movement in funds	46,575	362,815
Bank and other interest received	(23,885)	(32,151)
Depreciation	24,294	29,720
Decrease/(increase) in debtors	(33,063)	135,598
(Decrease)/increase in creditors	26,883	(73,003)
Net cash inflow from operating activities	<u>40,804</u>	<u>422,979</u>

### 13. Analysis of net assets between funds

	Tangible fixed assets £	Net current assets £	Total funds £
<b>Unrestricted funds</b>			
Operating fund	145,451	412,578	558,029
Designated funds	-	76,367	76,367
<b>Restricted funds</b>	1,186,940	22,893	1,209,833
	<u>1,332,391</u>	<u>511,838</u>	<u>1,844,229</u>

### 14. Revenue commitments

The amounts payable in the next year in respect of operating leases are shown below, analysed according to the expiry date of the leases.

	Land and buildings		Other	
	2002 £	2001 £	2002 £	2001 £
Expiry date:				
Within one year	-	5,288	774	370
Between one and five years	-	11,750	12,603	15,867
Greater than five years	28,500	-	-	-
	<u>28,500</u>	<u>17,038</u>	<u>13,377</u>	<u>16,237</u>

<b>Summary</b>	2002 £	2001 £
Expiry date		
Within one year	774	5,658
Between one and five years	12,603	27,617
Greater than five years	28,500	-
	<u>41,877</u>	<u>33,275</u>

### 15. Capital commitments and capital grants

There were no capital commitments outstanding at the year end, nor any capital grants receivable.