

Company Number 07596426

Charity number 1143365

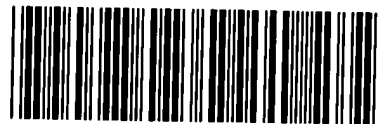
THE MILL @ COPPERMILL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

7-11 Coppermill Lane, Walthamstow, London, E17 7HA

THURSDAY



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COMPANIES HOUSE

The M*ill

**People making things happen*

**THE MILL @ COPPERMILL
DIRECTORS' REPORT
AND FINANCIAL STATEMENTS
For the year ended 31 March 2018**



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Reference and administrative information

Registered charity name: The Mill @ Coppermill¹

Charity Number: 1143365

Company Registration Number: 07596426

Registered office: 7-11 Coppermill Lane, London E17 7HA

Directors

The trustees who served the charity during the period were:

Ms Alison Griffin	from 3 November 2015
Ms Sharon Page	from 2 December 2015
Ms Ingrid Abreu Scherer	from 5 July 2016
Miss Zahra Ahmed	from 10 January 2017 (<i>resigned 27 January 2018</i>)
Mr James Phillips	from 10 January 2017
Ms Elisabetta Sciallis	from 10 January 2017 (<i>resigned 20 November 2017</i>)
Ms Carla Cruz	from 10 January 2017
Ms Nicki Wilson	from 10 January 2017 ²
Ms Carla Villante	from 27 January 2018

Chair

Ms Alison Griffin from 10 January 2017 (*resigned as Chair 3 October 2017*)

Ms Sharon Page from 3 October 2017

Secretary

Miss Zahra Ahmed from 10 January 2017 (*resigned as Secretary 27 January 2018*)

Ms Carla Villante from 27 January 2018

Treasurer

Ms Sharon Page to 9 January 2017

Mr James Phillips from 10 January 2017

Independent examiner

Waqas Hussain ACCA
10 Knebworth Avenue, London E17 5AJ

Banker

The Co-operative Bank
1 Balloon Street, Manchester M60 4EP

¹ The company name was formally changed to The Mill @ Coppermill on 7 March 2018

² The Mill @ Coppermill expanded its Board capacity through a special resolution amending the Articles of Association agreed by the trustees in March 2017. Several new members joined in January 2017, however because the processes of updating Companies House and the Charity Commission took some months, Nicki Wilson only formally became a trustee and Director of The Mill @ Coppermill in August 2017.

Directors' report

Introduction

The directors, who are also trustees in charity law, present their report and financial statements of the charitable company for the year ending 31 March 2018.

The financial statements have been prepared in accordance with the accounting policies set out on page and comply in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Charitable objectives

The objectives of The Mill @ Coppermill ("The Mill") are:

- To further or benefit the residents of Walthamstow and neighbouring areas by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and the arts and to provide facilities for a varied range of social, educational and recreational services in the interests of social welfare with the objective of improving the conditions of life for the residents.
- To promote and provide for the public benefit the use of a community centre or centres in Walthamstow or neighbouring areas, for purposes including in order to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Public benefit statement

In shaping The Mill's objectives and planning activities, the directors have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. The directors give careful consideration to the accessibility and benefit of The Mill for all, and prioritise openness and inclusivity to enable this to happen. The Mill's User Charter supports this, as does ensuring a balance of activities takes place, providing free-access communal public space, and encouraging free or low cost access for activities and groups.

Structure, governance and management

Governing Document

The charitable company is governed by its memorandum and articles of association, and was incorporated on 7 April 2011 as a company limited by guarantee with no share capital (number 07596426) and, acting entirely as a non-profit making organisation, has a charitable status, registered as a charity with the Charity Commission on 15 August 2011 (charity number 1143365). The charitable company formally changed its name on 7 March 2018.

Directors

A special resolution was passed in March 2017 to amend the memorandum and articles of association in order to increase the number of directors. The number of directors shall now not be less than five and shall be subject to a maximum of nine. The directors, as charity trustees, have control over and responsibility for the charitable company and its property and funds.

Subject to the provisions of the Companies Act, the memorandum and articles of association, and to any directions given by special resolution, the business of the charity is managed by the directors, who may exercise all the powers of the charitable company. They are unpaid and are required to declare any conflicts of interest in accordance with law and best practice. The memorandum and articles of association lay out terms of directorship (trusteeship). One third of directors must retire every six months but may be reappointed for any number of new terms of office, each for a further six months. Appointment to directorship is on the basis of eligibility, personal competence and local availability, and is made according to nominations received from interested individuals following an open recruitment process. Directors are inducted through training days and through informal and formal meetings with the Chair and Secretary and established or outgoing directors, and are provided with an induction pack and other relevant materials to familiarise themselves with the charity's operations.

Organisational Management

The directors are legally responsible for the overall management and control of The Mill. They implement their policies and oversee the day to day management of The Mill through delegated management groups comprising directors, Mill staff and key volunteers. Directors meet each month chaired by their Chair and have regular meetings with the management groups, supported by periodic strategy meetings

Membership

The subscribers to the Memorandum and Articles of Association are admitted to membership in accordance with the rules made under Article 10, and shall be members of the charitable company. Membership is open only to the directors and is terminated if the member ceases to be a director.

The form and the procedure for applying for membership is to be prescribed by the directors. No person shall be admitted a member of the charitable company unless his/her application is approved by the directors. Under the Memorandum and Articles of Association each Member is required to contribute an amount not exceeding £1 towards the liabilities of the charitable company in the event of it being wound up whilst they are Members, or within one year of them ceasing to be Members.

Chair's Report

This year has been another remarkable year for The Mill with continued increase in the use of our facilities, fantastic feedback from our users and new initiatives being developed alongside existing ones that we know are so valued by the local community. We are proud to say that The Mill continues to deliver its vision and mission and to deliver important achievements in all four impact areas set out in our Strategic Plan. We invite you to read our Directors' report to see the amazing work our volunteers, staff and community have done over the past year.

At Trustee Board level we have been focussing on our long term financial sustainability and how we can invest some of our reserves strategically to further support our strategic aims. We have also been thinking about how we organise ourselves, both in terms of how we best support our people - staff and volunteers - and how we operate most effectively as a Board of Trustees.

Our people

People are at the heart of what we do and The Mill thrives on the work of its small but dedicated staff team and from its volunteers. People Group oversees The Mill's policies and procedures relating to its people and also advises the Board of Trustees on human resources-related issues. This year People Group continued to develop robust employment-related policies and the addition of the Volunteer Coordinator to the Group

has allowed us to take a more joined-up approach to how we manage our volunteers. Our improved financial position has allowed us to make some modest investments in our small permanent team and external funding sources have allowed us to fund additional hours to support specific projects.

Governance

The Mill's innovative Group structure, which brings together staff and volunteers to oversee specific areas of activity on behalf of the Board, has now been operational for over two years and has become part of day-to-day operations.

In 2017 the Board agreed to increase the maximum possible number of Trustees on the Board from 7 to 9 in order to increase both the capacity and the skills mix of the Board. Following on from this initiative, in January 2018 the Board of Trustees had an away day to specifically consider governance issues and developed a range of proposals around policies and procedures, role descriptions, recruitment and induction which have been developed over the course of the year for implementation in 2019/20.

Financial reserves

During the course of this year, the Board of Trustees decided that in order to remain financially secure and viable they should seek to hold 3-6 months running costs in reserve. This should mean that The Mill is able to continue to deliver its objectives in a climate of fluctuating funding. For the financial year 2017-18 The Mill exceeded its reserves target due to a successful business development focus on increasing earned income and the Trustees have agreed in principle to consider investing some of the reserves in the 2018-19 financial year in projects that should help to secure long term sustainability and deliver the strategic aims of The Mill for our beneficiaries.

Our financial planning ensures we continue to pursue a diverse range of income streams so as not to build a dependency on single income sources.

Compliance

The Board continues to be conscious of its legal and statutory obligations and work has started on developing and enhancing our Financial Policies and Procedures to provide more robust financial control mechanisms, especially in the areas of fraud and financial impropriety. Like all organisations, The Mill was conscious of its obligations under the new General Data Protection Regulation (GDPR) and put in place a range of measures to ensure compliance when GDPR went live in May 2018.

Alison Griffin and Sharon Page
Mill Chairs for the year 2017-18

Our vision and mission

- **Our vision** is of a strong local community where people love to live, and know and care for their neighbours.
- **Our mission** is to provide a welcoming, positive and inclusive space at the heart of Walthamstow, and work with the community locally to make things happen.
- **Our focus** in these changing and challenging times is particularly on those members of our community who are lonely or isolated.

Within this, our approach is based on the following beliefs and principles:

- **Stronger communities:** We believe that strong and resilient communities can achieve amazing things – and that The Mill can help our community become stronger.
- **Well-being:** We believe the most important difference we can make to our community is to improve people's well-being by connecting them to each other.
- **Prove and improve:** We will work together to measure our impact, celebrating our successes as well as learning when things go wrong.

To achieve this, we need to reach out and work with others:

- **Building on our strengths:** We will support our wonderful volunteers and group leaders to make their ideas happen.
- **Wider connections:** We will work with others, making new connections with partners, funders and organisations who will help us meet our vision.
- **Securing our future:** We will live within our means and grow our income to meet our aims, with a management structure providing good governance.

Achievements 2017 – 2018

Our 2016 to 2021 Strategic Plan identifies aims in four impact areas

- **Aim 1:** Getting together
- **Aim 2:** Getting involved
- **Aim 3:** Getting creative
- **Aim 4:** Improving our space.

In this section, we review achievements this year against objectives in each impact area, supported by case studies, quotations and photos.

Aim 1: Getting together

The Mill above all is a place where local people come together to share skills, get to know each other and make friends. Open six days a week, 48 weeks a year, it's an accessible, welcoming space. Our living room, honesty library and children's playroom are open to all, and a year-round programme of groups, events and activities draws in people of all ages from our diverse community.

“The most important difference we can make to our community is to improve the wellbeing of people in it...by encouraging them to connect to each other.”

The Mill Strategy 2016- 2021

Our key objectives are to:

- Maintain The Mill as a trusted and widely used resource
- Become open and accessible to even more people, especially those who are isolated
- Ensure more people know about the Mill, and come to us to meet their neighbours

Our space is ideally suited for activities which bring people together, and we want our door to be open to everybody, especially those who may be feeling lonely or isolated.

Who uses The Mill? Mill user survey 2017

With our open door policy, and so many people using The Mill informally, a user survey is the most effective way to estimate who our users are, why they come and what they feel about The Mill.

“This is a lovely place with so much going on
 for ALL parts of the community.”

Mill User Survey 2017

For one week in the year, reception volunteers record the number of people coming through the door – the total footfall – and encourage as many people as possible to complete a questionnaire about themselves and how they use and view The Mill. We use the results to inform our future planning. Special thanks to the volunteers who designed the questionnaire and processed the results, and to all the reception volunteers who collected the data. In the words of one user completing a questionnaire:

“I feel very accepted when I come here.
 I feel relaxed and happy.”

Mill User Survey 2017

The table below summarises key findings of this year’s survey.

Who are our users?
568 people came through the door, and 227 people completed our user questionnaires
69% of our visitors were female, 31% male: families and retired people visited most often
They came from 16 nationalities, speaking 21 different languages at home
16% had a disability, impairment or long-term health condition
People most often came to join groups and activities, and Saturday was the most popular day
76% of our visitors were from Waltham Forest
Why do they come to The Mill?
88% said The Mill was a place to connect to other local people
76% said it was a place to learn about the local area
74% said it was a place where they could share skills and interests
65% said it was a place where they could express themselves creatively
The community feeling and welcoming atmosphere of The Mill were most frequently mentioned.

Source:

The Mill User Survey 2017

Bringing people together

In addition to the wide range of events and activities our users expect, this year has seen more regular, informal opportunities for local people to meet and socialise, initiated and delivered by local people and Mill volunteers. These activities take place in The Mill’s Living Room, our friendly and accessible communal space where everyone is welcome during opening hours.

Alongside established groups such as the Mill Knitters, Sociable Sewing, Words, Scrabble and Conversation, new groups include the New Parents’ Social Drop In. Participants to these groups contribute a small donation (£1 or £2), and even this can be waived in case of need.

Also new this year, Souper Wednesday has quickly established itself as a popular weekly lunch spot. Both new groups provide a welcoming first step into The Mill community for newcomers, as described below.

New Parents' Social Drop In

Being a young parent can feel overwhelming and isolating. This friendly group of parents and their pre-crawling babies was the brainchild of a young mother who wanted the chance to socialise with others in an informal way. With the support of the Centre Manager, the group was soon underway, and has thrived ever since.

It's a relaxed space for mums (and the occasional dad) and babies to come and meet other new parents. As new babies arrive and others move on, the membership changes continually, with a succession of parents taking on the responsibility of setting up the space, welcoming newcomers and collecting the £1 donation.



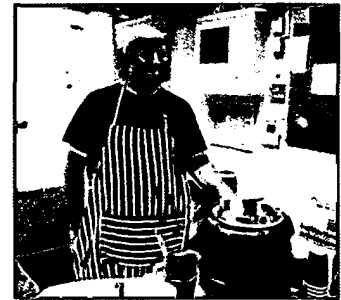
"The group gave me confidence to attend other groups and really helped me on the road to motherhood."

New Parents' Social Group member

Souper Wednesday

Food is a great way of bringing people together and building community spirit, and the combination of healthy soup and delicious cakes is hard to beat. Thanks to the hard work and commitment of one dynamic volunteer and his helpers, a growing group of people took advantage of this opportunity in The Mill's Living Room every Wednesday.

The food is home-cooked, delicious and very good value. Chat, knitting and art activities happen informally alongside the food, and take-aways are also provided. A small but useful profit contributes towards The Mill's finances.



"It's nourishing in every sense of the word!"

comment by a Souper Wednesday regular

Mill Events

Mill events are run primarily to bring local people together to have fun and socialise. Many of them are free, but others make a small but significant contribution to fundraising. Small entry charges cover basic costs, and Mill knits, plants, drinks and merchandise are affordable treats.

"What a great centre, looks so inviting. Had no idea how active a centre it is."

Mill user survey 2017

Nine events were run spread across the year, raising a total of £3,122 for The Mill. Alongside established favourites such as Apple Day, The Mill Quiz and Halloween, this year's events included a spring Earth Day Plant Sale and The Mill's own Bake Off!

Apple Day

Apple Day has been a much-loved fixture in The Mill's community events calendar since 2011. An enjoyable social event, it also encourages interest in fresh, organic, and locally-grown food. Children queue up to take

their turn to make juice using the apple press, and this year's craft activities included apple bird feeders and decorated straw head-garlands – these last particularly popular with a group of Polish women who remembered them from home. Delicious cake from the Mill Bakers and music by the Mood Swingers added to the appeal.

A lot of work goes on behind the scenes to make the event a success. We're very grateful to Organiclea (for the loan of the apple press), to The Ferry Boat Inn (for allowing us to scrump their apples) and above all to the indomitable volunteers who make it happen year on year. This year the event raised a grand total of £183 from apple juice, cake sales and craft activities – the best ever.



Communicating the message

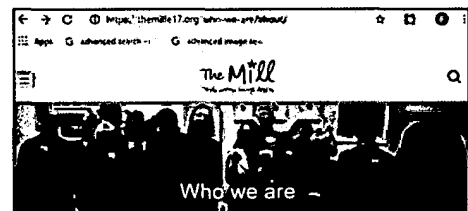
We want people to be able to easily find out about The Mill and get involved. Word of mouth and our friendly and accessible building are our biggest assets, underpinned by an effective communication strategy which reaches out to new users. The increase in our followers on all our social media platforms over the year is shown in the following table.

Social media statistics
2,170 'likes' on our Facebook page
5,900 followers on Twitter
925 people followers on Instagram

However, not everybody lives their life on-line, and printed flyers and monthly programmes also spread the word. A regular monthly column in the Waltham Forest Echo was a welcome result of our close working relationship with the paper's publisher, Social Spider CIC, who are based in The Mill. We are grateful to St James Big Local for funding granted in autumn 2017 to produce two print newsletters and a leaflet to promote our work in our immediate local area.

Developing our website

A major achievement this year was the redevelopment of our website. After an initial review and planning process, a focus group of Mill users was brought together to give feedback and suggestions. The development team then set to work, and the new website was up and running by December 2017. At this point the focus group reconvened, and tested out the site. After further adjustments and tweaking, the website was completed, a collective effort from start to finish. Thanks to everyone involved who gave up time to make this happen. Google Analytics for January to March 2018 show the positive impact the new website has had. Compared with January to March 2017 figures, the results show clearly that the changes have encouraged people to stay on the website for longer and look at more pages:



- Page views increased by 22%.
- Average session duration has increased by 37%.
- The number of pages people are visiting each session has increased by 56%.
- The 'bounce' rate (when people open the website, and leave almost immediately) has decreased by 20%.

Aim 2: Getting involved

The Mill runs on volunteer power. It was founded, is run and led by volunteers, and is all about 'people making things happen'.

"It's a great way to be involved in the community and make a supportive circle of friends."

Mill volunteer survey 2017

Local people wanting to set up activities are welcomed and supported to do so. We want to make the most of what we have as a community – growing ideas, sharing knowledge and encouraging action that improves the wellbeing of all. This includes working with other groups across our area to share ideas, skills and resources - the Asset Based Community Development approach.

Our key objectives are to:

- Enable more people from across the community to share their skills and time through volunteering.
- Make it possible for more local people to share their skills and feel confident to act on their ideas.
- Continue to host a wide range of activities run by and for the community.
- Keeping The Mill wheels turning .

Running The Mill depends on attracting, recruiting and retaining volunteers with the time, the commitment and the wide range of skills needed. As we open six days a week and 48 weeks a year there are no down times. A rota of reception volunteers fill the essential front of house role from 9.30am-6pm Tuesday to Friday, and 10am-2pm Saturdays and Sundays, welcoming everyone who comes through the door, answering the phone, and keeping the tea and coffee points stocked.



"I would recommend volunteering at The Mill as it's good for confidence and skills building."

Mill volunteer survey 2017

The Events and Art Works teams, both volunteer-led, plan and manage our year round events and exhibitions calendars. Behind the scenes, small teams look after the Garden and the Library, while others, such as the Bakers, are called on to support events. Many Mill groups such as the Knitters are volunteer-led, and the Communications Co-ordinator leads her own volunteer team of Comms specialists. The trustees too are volunteers, and many of our users step up as volunteers from time to time when the need or opportunity arises. The following table shows the contribution made by volunteers, and highlights the mutual benefit – 12 volunteers having moved on to further study, training or employment.

Volunteer Facts and Figures 2017-2018
Over 10,000 hours of volunteer time given to The Mill
86 volunteers actively involved in regular volunteering
39 new volunteers recruited
12 volunteers previously unemployed have moved on to further study, training or paid employment

Volunteering at The Mill is an opportunity to use and develop skills, give something back to the community and make new friends. People volunteer for all sorts of reasons, but two of the main benefits are feeling part of the community and taking on new challenges. We are very grateful to them all.

Reaching out

Not only do we need volunteers with a wide range of skills and abilities, volunteers also play a key role in ensuring we present a welcoming face to our diverse community, in terms of age, background and ethnicity.

“The Mill is a vibrant and positive space that brings people of all background together. It's a place that strives to bring the community together and offers many ways to improve skills and wellbeing.”

Mill volunteer survey 2017

This year our Volunteer Co-ordinator reached out to find new ways of recruiting volunteers from groups or with skills previously under-represented at The Mill. This included:

- Strengthening existing working relationships with Community Waltham Forest's Volunteer Co-ordinator and with the Job Centre, making advertisements more specific, and finding new places to advertise.
- An Ideas Exchange programme of events, talks and workshops, including an upskilling workshop by Community Waltham Forest and St James Big Local, bringing in a different audience of potential volunteers (and Mill users).
- A Comms Boot Camp for young people aged 16-22 interested in working in communications for charities and social action, run jointly with our Communications Co-ordinator. Six local communication professionals delivered a weekend of workshops for the young people, two of whom have gone on to volunteer at The Mill.
- Strong new partnerships with seven other voluntary sector service providers, as described below.



Working with others

The Mill has always believed in partnership, and over its first six years has built strong links with other community organisations, Waltham Forest Council and other key players. By working in partnership with other local organisations, we can all achieve so much more.

Our licensees are some of our closest partners and a source of mutual support, sharing not only the building, but also many aims and values. We are very lucky to have them.

This year, work on mutually beneficial joint projects included inviting Community Waltham Forest to share a stall in The Mall shopping centre during Volunteer Week to promote volunteering in general as well as at The Mill. Community Waltham Forest also regularly use our rooms for training workshops for the voluntary sector.

With her brief to extend partnership, our Business Development Manager has connected with key individuals and groups in the local authority, the voluntary sector and the local business community,

building positive relationships. We are also now linked to Waltham Forest Business Connected, in order to promote growth and networking opportunities, and East London Business Alliance to develop Corporate relationships beyond Waltham Forest.

“By working with groups across our local area we can share ideas, skills and resources – making us more resilient and able to take up new opportunities.”

The Mill's Strategy for 2016 – 2021

Meanwhile our Volunteer Co-ordinator freshened and consolidated strong new partnerships with seven local voluntary sector providers: Adult Learning Services; Forest Churches Emergency Night Shelter; NHS Talking Therapies; Good Gym; Douglas Eyre Sports Centre; Over 50s Network; Walthamstow Migrant Action. The exchange of ideas and joint initiatives is in no way restricted to volunteering. We look forward to more joint work with all of them in years to come. Some opportunities to improve the wellbeing and vibrancy of our community come from supportive partnership working with the public sector, and this year proved no exception.

Backing the bid for Waltham Forest to be London Borough of Culture 2019

The Mill publicly 'Backed The Bid' and was featured as a prominent Cultural Star in the successful bid for Waltham Forest to become the first ever London Borough of Culture in 2019.

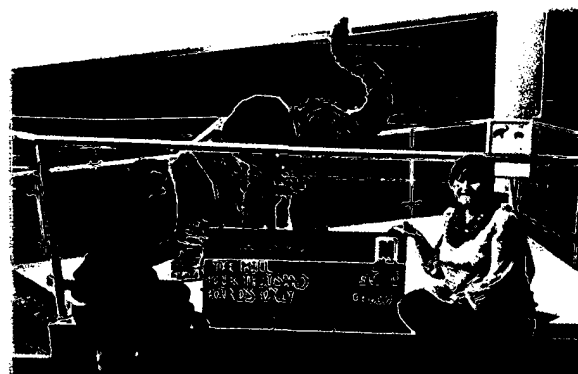
Week by week, public services use our building and support us with room hire - whether it is the regular diabetes clinic, planning consultations that give local residents their chance to interrogate and respond to new developments or our ongoing support for the St James Heritage project.



The Mill – Mall Charity of the Year 2017

We were delighted to be chosen as the 'Mall Cares Charity Partner' in 2017.

As well as raising over £4,000 for our work, The Mall gave us donations of much-needed equipment, publicity support, raffle prizes, and a new home for The Mill elephant, recently retired from the Children's Room. Many thanks to The Mall, and a very big thank you to everyone who voted for us and gave your support on Facebook!



Aim 3: Getting creative

We believe in the power of creativity. The Mill is a thriving creative hub, with a rolling year-round programme of exhibitions and a wide range of creative activities for adults and children of all ages.

Our key objectives are to:

- Encourage more people of all ages, abilities and backgrounds to be creative.
- Continue to provide regular opportunities for people to showcase their talent through our exhibitions and workshops.
- Support creative activities that encourage people to learn new skills, connect with others and build confidence, especially for those who are isolated.

We aim to inspire more people by the involvement of local artists in sharing their skills. Mill events always have a creative craft dimension, whether it's making Christmas decorations or constructing a sea creature out of junk materials at the Mill Quiz.

Altogether 15 other arts and crafts groups met at The Mill during the year, with a total of 97 sessions taking place over a wide range of activity: from 'Grow your own Theatre' to Singing Classes and from Jewellery Design to 'Bongalong' for babies.

Art Works

Art Works has ensured the visual arts a place at the heart of The Mill from the very beginning. Run by a small volunteer team of artists and designers, it plans and curates an ambitious and self-financing programme of exhibitions which runs year-round in the Living Room as well as a popular year-round Junior Art Club and many other activities.

"Fantastic exhibition, really interesting and creative."

Visitor comment on 'Fabrications' exhibition

The exhibitions focus on local artists, with no distinction made between professionals and amateurs, including children, and cover a variety of subjects and media to attract different audiences. All are rooted in our local community, and at least half are curated by community bodies and schools, with Art Works support. At the start of each exhibition, there's an opportunity for local people to 'Meet the Artists' - and for the artists to meet each other - over a nibble and an alcohol-free drink. Spicy and delicious Mill punch, made to a secret recipe, has been joined this year by exhibition-themed Mill Mohitos and Mocktails: there's no end to the talent of our Art Works creatives!

This year's programme started with 'Wonderful Wetlands', a collaborative exhibition showcasing the wildlife, history and development of the newly opened Walthamstow Wetlands. Next, local artists were invited to enter their works into 'Wonder', our contribution to the 2017 E17 Art Trail, and after Whitefield School's 'Winter Wonderland' the year finished with a return to the wetlands with 'Swifts over Walthamstow' - for the first time extending beyond The Mill with a caravan with exhibits parked outside. *A selection of artworks from these exhibitions is shown on the right.*



The Art Works team was particularly pleased by the response to the 'Fabrications' exhibition where a majority of works were by first-time exhibitors. These included members of Mill groups such as Sociable Sewing and The Mill Knitters who are involved in creative activities, but would not previously have considered themselves creatives.

Junior Holiday Art

Junior Art Club at The Mill offers a regular programme of term-time after-school art sessions for children aged 6 to 12. It's run by local artists who volunteer their time and share their expertise gratis. All materials are provided by Art Works, with parents contributing a donation of £2 for a child to attend.

Parents and children wanted similar sessions to be available in the school holidays, and at the end of last year we were successful in gaining funding which enabled us to run an exciting and successful year-long Junior Holiday Art programme in the school holidays and half-terms.

“It was very fun and creative: it's good to do and I enjoy the time instead of staying at home.”

Junior Holiday Art participants

It was based on a series of longer workshops using a wide variety of materials and techniques, each delivered by a local artist and supported by Mill volunteers. Thanks to the funding, we were able to pay the artists for their time, and offer the workshops free.

Over the year, 67 children from 52 families created birds out of recycled materials; learnt papermaking; made and animated Picasso-style self-portraits; crafted clay animals; designed and decorated a tote bag and created Van Gogh style landscapes out of plasticine.

In the long summer holidays, a further 33 children created a brightly-coloured giant chameleon for the Children's Room in a week-end long project led by another local artist backed by a team of volunteers.

We exceeded all our recruitment targets, and were particularly pleased to see a very diverse group of families attending, with a higher proportion of boys and older children than the term-time groups.

We are very grateful to the LBWF Markhouse Ward Community Fund and to Aviva for their support, and are exploring further funding opportunities to help us further develop this successful initiative, which included 'The Art Cart' and led to the adult 'Get Drawing' group.

The Art Cart

Not everyone can get to one-off events, and Art Works had for some years provided drawing materials and paper for Mill users of all ages to use when they are in the building. We wanted to give a higher profile to this permanent resource and encourage more people to draw and get creative.

The Art Cart, an attractive small storage unit on wheels well stocked with art materials, has proved its worth since its launch at a special 'Get Drawing!' event in autumn 2017.

Made for us by a local craftsman, it was paid for by project funding. We are also grateful to Jackson's Art and Trestles London for their support in providing art materials.



Get Drawing

It wasn't only the children who were excited by Junior Holiday Art activities: parents also wanted informal opportunities to get creative.

"Can we have it for adults?"

Junior Holiday Art parent's comment

In response to this demand, the 'Get Drawing!' group for adults got underway in January 2018, meeting every second Sunday in the Living Room. Like other informal Mill groups, it's a drop-in, with participants paying £4 on the day for materials.

The group is facilitated by a member of the Art Works team, who suggests a theme, brings materials and offers support to anyone wanting help.

Group members have a very wide range of abilities and experience, and are free to bring their own materials or work on their own themes if they want to. The group is now well-established with a regular membership.



"Very peaceful! Two hours of personal time."

Get Drawing group member

Aim 4: Improving our space

Our building is our most important resource: it's where people get connected, get involved, get creative and make things happen. Hiring out our space also provides us with essential income. We want it to be welcoming, well-equipped, comfortable and safe for all our users, and be available for a wide range of uses. Our key objectives are to:

- Improve our building and its facilities to enable more people to make their ideas happen at The Mill.
- Make better use of our existing space, and maximise the use of our rooms so that more people can benefit from a range of activities.
- Continue to be a trusted guardian of the loved and valued local space, and make the most of what the building can do for the community.

Improving our building

Our building is owned by and rented from the London Borough of Waltham Forest (LBWF).

In July 2017, LBWF Council Leader Clare Coghill, Mill staff and trustees signed a new 25 year lease which provides us with both the legal and financial security we need to actively plan and fundraise to make structural improvements to the building.



This is a major step forward for us as an organisation. Longer-term, we plan to redevelop the building to liberate more space for community use.

First steps took place this year, with an action plan to 'Build The Mill' agreed, a consultation process initiated and research on possible funding streams carried out.

Meanwhile we do all we can to maintain and improve what we have now. In our annual end of the year event, volunteers and staff joined forces to clear out, clean and re-decorate our public spaces. This year the Garden Room was painted, all the toys in the Children's Room washed and sorted, and our workshop and storage area cleared, cleaned and re-organised.

**"Love The Mill – a community centre with a glass front so you
can look in and see what's going on"
"What a great centre – looks so inviting."**

Mill user survey 2017

We're very grateful to Viridor for funding to replace our aging chairs in the Garden Room with smart new chairs in bright primary colours, and to a private donor for a Ricoh colour printer which saves both time and money, and enables us to offer a competitively priced printing service to our users and licensees.

During the year, new display spaces, attractive room signs and new notices made our public space feel cared for and valued. Week by week, our volunteers do important behind the scenes maintenance, watering the plants, washing towels and loading the dishwasher and making sure we never run out of tea or toilet paper.



Making good use of our space

We are always looking for more ways of enabling local people to use our space, and room hire is also an essential source of income for us.

**"It is essential we make the best use of our
resources for the community."**

The Mill Strategy 2016- 2021

This year, an analysis of room bookings showed that 637 separate room hire bookings were made by a total of 78 individuals, groups and organisations for a wide variety of purposes, for example:

- 13 community groups used our space for their meetings.
- The NHS Diabetes Prevention Programme ran the most sessions overall – 87 in total.
- Community Waltham Forest delivered 16 training events for the voluntary sector.
- Our local councillors continued to hold Monthly Advice Surgeries at The Mill.

There were year-round bookings by :

- Local training provider ELATT's Community ESOL classes.
- Community Acupuncture.
- Mamenoki Bunko Japanese Children's Book Club.
- Yoga classes.
- Spanish and French language classes.
- The Asian Women's Support Group.
- The Twist Partnership Sewing Group.

From Children's Parties to public consultations all room bookings contribute greatly to our community offer and our charitable aims. We are delighted to share our space with those who use it, and very grateful for what they bring to The Mill.

A new Marketing Strategy

The Mill is well-used and busy, but there's always room for improvement. Our Business Development Manager was tasked with developing and implementing a new marketing strategy to *"significantly increase the community benefits and income generation from the space."*

As well as improved signage and notice boards inside The Mill, we now have:

- A library of new photographs of the building and services.
- A Mill Style Guide and revised, easy to use booking forms and flyers.
- Other promotional material to use in-house and on the big screen at The Mill.
- Videos promoting Apple Day, Room Hire and 'A day in the life of The Mill'
- A new road sign at the end of Coppermill Lane signposting The Mill.
- A 14% rise in room hire.



We're grateful to the Tudor Trust for funding the Business Development Manager post that made it possible for us to upgrade and professionalise our marketing while retaining our friendly community approach.

Financial review

In the year 2017-2018, the charitable company had total income of £133,788 (2016-2017 was £82,964) and total expenditure of £104,481 (2016-2017 was £74,976). There was a surplus of £29,307 (2016-2017 there was a surplus of £7,988).

This reflects a successful year of business development and income diversification, supporting The Mill's strategic aims and vision and in particular the new five-year strategy that the community and directors put in place at the end of 2016.

Funds and reserves

Total funds carried forward at the end of this year were £79,875 (for the year 2016-2017 the total was £50,569). This comprised £77,887 unrestricted funds, of which £8,500 were designated reserves and £69,387 were general reserves (for the year 2016-2017 there were £48,217 unrestricted funds of which £8,500 were designated and £39,717 were general reserves).

The balance of £1,987 under restricted funds was for a £1,093 restricted capital fund and £894 for a restricted revenue fund (in 2016-2017 this was £1,457 for a capital fund and £894 for a revenue fund).

Reserves Policy

It is the policy of the charitable company to maintain reserves of the charitable company at a level to provide sufficient funds to cover unforeseen circumstances. In future we may also decide to retain, and increase, reserves to put towards match funding for a capital build project. The Reserves Policy of the company, as reviewed and updated in 2017-18 by the Trustees (directors), is:

The Trustees still believe that in order to remain financially secure and viable they should seek to hold 3-6 months running costs in reserve. This should mean that The Mill is able to continue to deliver its objectives in a climate of fluctuating funding.

For the financial year 2017-18 The Mill has exceeded its reserves target due to a successful business development focus on increasing earned income. The Trustees have taken the decision to invest some of the reserves, in the 2018-19 financial year, in projects that should help to secure long term sustainability and deliver the strategic aims of The Mill for our beneficiaries. Our financial planning ensures we continue to pursue a diverse range of income streams so as not to build a dependency on single income sources.

The free reserves at the end of the year were £77,887 (2016-2017 was £48,271), which exceeds our reserves policy. This enables some strategic investment of funds in 2018/19, towards delivery of The Mill's strategy.

Investment policy

There are no restrictions on the charitable company's power to invest. Investment is not part of The Mill's current financial strategy.

Risk review

The directors are aware of their obligations to make a statement in respect of the management of risks faced by The Mill. A risk register has been set up, is regularly reviewed, and steps are taken to mitigate the risks identified.

Funding risk is being addressed through a fundraising strategy which seeks to achieve a better funding spread, by monitoring reserve levels, and by ensuring controls exist over key financial systems. The directors engage experts to support this process, including financial accounting and reporting.

Employees

The Mill strives to be an equal opportunities employer and applies objective criteria to assess merit. It aims to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, race, colour, nationality, religion, ethnic or national origin, gender, marital status, sexual orientation or disability. Selection criteria and procedures are in place to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees are given equal opportunities and training to enable them to develop their skills and knowledge. The Mill is committed to a programme of action to make this policy effective, and brings it to the attention of all employees.

Contribution by, and appreciation of, volunteers

The directors would like to place on record the significant contributions of the volunteers of The Mill in securing further funding and in the delivery of the community centre activities, which will help the local community and future generations. The Mill would not operate without its volunteers.

Volunteers are used in a number of innovative ways to enable The Mill to make use of the skills and willingness of a wide range of people, from experts in fundraising and communications who work in special teams. There are those who want to gain new work experience, and older people who are happy to share theirs and who run groups or provide a friendly face in reception.

Contribution by, and appreciation of, supporters

The directors appreciate the support of the Tudor Trust, St James Big Local, Co-operative Community Fund, Near Neighbours Church Urban Fund, Trusthouse Charitable Foundation, Aviva Community Fund, The Mall, Viridor Waste Management, Section 106 funds, the London Borough of Waltham Forest, The Mill Friends and supporters, and the local voluntary and community sector towards the achievement of the set goals and objectives of the charitable company. The directors also greatly appreciate everyone who visits and uses The Mill, and those who hire space here. The directors appreciate all contributions from the community, local partners and our valuable users.

Independent examiner

Waqas Hussain ACCA has been appointed as independent examiner for this accounting period.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Registered office:
7-11 Coppermill Lane
Walthamstow
London E17 7HA

Signed on behalf of the trustees

 18.11.2018

Ingrid Abreu Scherer, Chair and Trustee (Director)

Independent Examiner's Report

I report to the charity trustees on my examination of the accounts of The Mill @ Coppermill ("The Mill") for the year ended 31 March 2018.

Respective responsibilities and basis of report

As The Mill's trustees (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of The Mill are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (including FRS102).

I have no concerns and have come across no other matters in connection with examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Name: Waqas Hussain ACCA

Address: 10 Knebworth Avenue, Walthamstow, London, E17 5AJ

Signature:  **Date:** 18-11-18

Statement of financial activities
(incorporating the income and expenditure account)

For the year ended 31 March 2018

				2018	2017
	Note	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds	2				
Voluntary Income		28,862	34,947	63,808	18,133
Activities for Generating Funds		12,182	-	12,182	10,277
Investment Income		-	-	-	18
Incoming resources from charitable activities	2	57,798	-	57,798	54,536
TOTAL INCOMING RESOURCES	2	98,841	34,947	133,788	82,964
RESOURCES EXPENDED					
Fundraising Costs					
Charitable Expenditure					
Community Centre Programmes	3	68,558	35,310	103,868	74,082
Governance Costs		613	-	613	894
TOTAL RESOURCES EXPENDED	3	69,171	35,310	104,481	74,976
NET INCOMING RESOURCES					
Net Income for the Year		29,670	(363)	29,307	7,988
Total Funds at the start of the year		48,217	2,351	50,568	42,581
Total Funds at the end of the year		77,887	1,988	79,875	50,569

The statement of financial activities includes all gains and losses in the year.
All of the above amounts relate to continuing activities.

Balance Sheet

31 March 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible fixed assets	8	1,093	1,457
Current assets			
Debtors & Prepayments	9	11,845	6,903
Bank & Cash at hand		95,436	72,234
		<u>107,281</u>	<u>79,137</u>
Creditors: amounts falling due within one year	10	<u>(28,499)</u>	<u>(30,025)</u>
Net current assets		<u>78,782</u>	<u>49,112</u>
Net assets	12	<u><u>79,875</u></u>	<u><u>50,569</u></u>
Funds			
Unrestricted funds			
General		69,387	39,717
Designated Funds - Emergencies		5,000	5,000
Designated Funds – Dilapidation		3,500	3,500
Total unrestricted funds		<u>77,887</u>	<u>48,217</u>
Restricted funds			
Capital fund		1,094	1,457
Revenue fund		894	894
Total restricted fund		<u>1,988</u>	<u>2,351</u>
TOTAL FUNDS	12	<u><u>79,875</u></u>	<u><u>50,569</u></u>

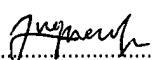
For the year ended 31 March 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.


- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

These financial statements were approved by the members of the committee and authorised for issue on the:

18.11.2018 and are signed on their behalf by:



Ingrid Abreu Scherer (Chair)



Alison Griffin (Treasurer)

Company Registration Number: 07596426

Notes to the accounts

1. Accounting Policies

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1 January 2015 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

(b) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises 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 include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit or examination costs, and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage as set out in the notes to the accounts.

(e) Fixed assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation, which is provided on a reducing balance basis over the useful life of the asset at 25% per annum for all assets, except when purchased with a capital grant whose terms and conditions specify otherwise. Full depreciation is provided in the year of purchase. The costs of minor additions or those costing below £2,000 are not capitalised.

(f) Operating lease agreements

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the statement of financial activities on a straight line basis over the life of the lease.

2. Total Incoming Resources

	Grant Income	Activity Income	Other Income	2018 Total	2017 Total
	£	£	£	£	£
Analysis of Incoming Resources					
Community Centre Programmes	59,443	69,980	4,365	133,788	82,964
	<u>59,443</u>	<u>69,980</u>	<u>4,365</u>	<u>133,788</u>	<u>82,964</u>

	Unrestricted	Restricted	2018 Total	2017 Total
	£	£	£	£
Voluntary Income				
Grants & Donations				
LB Waltham Forest grants	1,290	-	1,290	3,085
Aviva Community Fund	-	1,000	1,000	-
Co-operative Community Fund	-	2,223	2,223	-
Cygnus Trust	-	-	-	500
Garfield Weston	-	-	-	5,000
Near Neighbours Church Urban Fund	-	4,000	4,000	-
Section 106 funds	15,074	-	15,074	-
St James Big Local	-	2,223	2,223	-
Tudor Trust	-	25,000	25,000	6,250
The Mall	4,133	-	4,133	-
Trusthouse Charitable Foundation	4,000	-	4,000	-
Viridor Waste Management	-	500	500	-
Total Grants	24,497	34,947	59,443	14,835
Other Donations	4,365	-	4,365	3,298
Total Voluntary Income	<u>28,862</u>	<u>34,947</u>	<u>63,808</u>	<u>18,133</u>

Activities for Generating Funds and income from Charitable Activities

Fund Generation	8,789	-	8,789	7,005
Fundraising Income	3,393	-	3,393	3,272
Hiring Income	55,220	-	55,220	49,956
Projects and Consultancy	2,577	-	2,577	4,580
Total Incoming from Charitable Activities	<u>69,980</u>	<u>-</u>	<u>69,980</u>	<u>64,813</u>
Investment Income				
Bank Interest	-	-	-	18
Total income	<u>98,841</u>	<u>34,947</u>	<u>133,788</u>	<u>82,964</u>

3. Total Resources expended

	Direct Costs	Support Costs	2018 Total	2017 Total
	£	£	£	£
Charitable Expenditure				
Community Centre Programmes	84,135	19,732	103,868	74,082
Total Charitable Expenditure	84,135	19,732	103,868	74,082
Governance		613	613	894
Total Costs	84,135	20,345	104,481	74,976

3(a) Governance Costs

	2018 Total	2017 Total
	£	£
These comprise the following		
Independent Examiner's Fees	500	500
Professional Fees	113	394
	613	894

3(b) Direct Costs

	2018	2017
	£	£
Fundraising Costs	5,320	5,720
Wages	45,835	35,334
Other Staff Costs	-	1,018
Volunteer Costs	38	12
Health & Safety	332	203
Advertising	-	9
Projects & Consultancy Expenditure	31,858	11,774
Merchandise for Resale Cost	-	99
Activities Costs	557	464
Other Costs	195	-
Total Direct Costs	84,135	54,631

3(c) Support Costs

	2018	2017
	£	£
Rent and Rates	6,641	6,705
Heat & Light	3,234	3,088
Printing & Stationery	626	1,008
Telephone & Computer Consumables	1,406	1,748
Building Maintenance & Cleaning	3,004	2,928
Insurance	1,395	1,333
General Expenses	20	381
Legal & Professional Fees	113	13
Accountancy	2,675	2,095
Independent Examination	500	560
Bad debt written off	368	-
Depreciation	364	-
Total Support Costs	20,345	20,346

4. Expenditure Analysis

	Wages	Depreciation	Other	2018	2017
	£	£	£	£	£
Restricted					
LB Waltham Forest grants	-	364	-	364	3,570
Aviva Community Fund	-	-	1,000	1,000	-
Co-operative Comm Fund	-	-	2,223	2,223	-
Near Neighbours CU Fund	-	-	4,000	4,000	-
St James Big Local	-	-	2,223	2,223	-
TudorTrust	18,849	-	6,151	25,000	5,356
Viridor Waste Mgt	-	-	500	500	500
Total Restricted	18,849	364	16,097	35,310	9,426
Unrestricted					
General	42,962	-	26,209	69,171	65,551
Total Unrestricted	42,962	-	26,209	69,171	65,551
Total Expenditure	61,811	364	42,305	104,481	74,976

5. Net Incoming Resources

	2018	2017
	£	£
This is stated after charging:		
Depreciation	364	485
Independent Examiner's Fees	500	500
	864	985

6. Staff Costs and Emoluments

Total staff costs were as follows:	2018	2017
	£	£
Gross pay	60,665	39,684
Employer's National Insurance	722	-
Employer's Pension Costs	424	-
Total	61,811	39,684

No employee received emoluments of more than £60,000 in this or the previous year.

	2018	2017
Average number of employees during the year was:	3	2

7. Directors and Related Party Transactions

	2018	2017
	£	£
	-	-

There were no payments made during the year to Directors and related parties (2017-nil).

8. Tangible Fixed Assets

	Plant & Machinery	Fixtures and fittings	Office furniture	Total
	£	£	£	£
Cost:				
At 1 April 2017	7,998	-	-	7,998
Additions,	-	-	-	-
At 31 March 2018	<u>7,998</u>	<u>-</u>	<u>-</u>	<u>7,998</u>
Depreciation:				
At 1 April 2017	6,541	-	-	6,541
Charge for the year	364	-	-	364
At 31 March 2018	<u>6,905</u>	<u>-</u>	<u>-</u>	<u>6,905</u>
Net book value:				
At 1 April 2017	<u>1,457</u>	<u>-</u>	<u>-</u>	<u>1,457</u>
At 31 March 2018	<u>1,093</u>	<u>-</u>	<u>-</u>	<u>1,093</u>

9. Debtors and Prepayments

	2018	2017
	£	£
Trade debtors	9,864	5,075
Prepayments	1,981	1,828
	<u>11,845</u>	<u>6,903</u>

10. Creditors

	2018	2017
	£	£
Amounts falling due within one year:		
Trade creditors	1,425	1,249
Accruals	500	500
Deposits	20	40
Taxation and Social Security Costs - PAYE	1,131	562
Deferred income - grants and donations received in advance	25,424	23,750
Sundry creditors	-	3,294
	<u>28,499</u>	<u>30,025</u>

11. Commitments Under Operating Leases

At 31 March 2018, the Charity had annual commitments under non-cancellable operating leases as set out below:

Commitments under operating leases	2018	2017
Expiring after more than 5 years	6,000	6,000

12. Analysis of Movement in Funds

Total Funds	At 1/4/17	Incoming	Outgoing	At 31/3/18
Analysis of Movement in Funds	£	£	£	£
Restricted				
LB Waltham Forest capital grant (a)	1,457	-	(364)	1,093
Aviva Community Fund (b)	-	1,000	(1,000)	-
Co-operative Community Fund (c)	-	2,223	(2,223)	-
Near Neighbours Church Urban Fund (d)	-	4,000	(4,000)	-
St James Big Local (e)	-	2,223	(2,223)	-
TudorTrust (f)	894	25,000	(25,000)	894
Viridor Waste Management (g)	-	500	(500)	-
Total Restricted Funds	2,351	34,947	(35,310)	1,988
Unrestricted (h)				
Designated Emergencies (i)	5,000	-	-	5,000
Designated Dilapidations (j)	3,500	-	-	3,500
General	39,717	98,841	(69,171)	69,387
Total Unrestricted Funds	48,217	98,841	(69,171)	77,887
Total Funds	50,568	133,788	(104,481)	79,875

(a) The LB Waltham Forest capital fund represents the cost of tangible fixed assets purchased through capital grants, less the related depreciation of these assets.

(b) Aviva - Funding for the Kids Art Club.

(c) Co-operative Community Fund – Funding contributed to Grow Your Idea 2 community competition project.

(d) Near Neighbours Church Urban Fund - Funding for Community Voices ESOL programme in partnership with ELATT.

(e) St James Big Local - Funding for three community development projects.

(f) Tudor Trust - Funding for Business Development including Business Development Manager post.

(g) Viridor Waste Management - Funding for furniture.

(h) Unrestricted funds as detailed under Table 2: Total Incoming Resources above

(i) The Designated Revenue fund has been set aside to ensure that redundancies and closure costs can be met at any one time and to allow coping with unforeseen circumstances.

(j) The Designated Dilapidations fund has been set aside to ensure that payments due at the end of the lease in respect of repairing and reinstatement obligations can be met.