

The Mill

**People making things happen*

THE MILL @ COPPERMILL

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2020



TABLE OF CONTENTS

REFERENCE & ADMINISTRATIVE INFORMATION	3
DIRECTORS' REPORT	4
OUR VISION AND MISSION	9
ACHIEVEMENTS 2019–2020	12
AIM 1: GETTING TOGETHER	12
AIM 2: GETTING INVOLVED	21
AIM 3: GETTING CREATIVE	27
AIM 4: IMPROVING OUR SPACE	32
COMMUNICATING THE MESSAGE	36
FUNDRAISING	37
FINANCIAL REVIEW	39
INDEPENDENT EXAMINER'S REPORT	43
STATEMENT OF FINANCIAL ACTIVITIES	44

REFERENCE & ADMINISTRATIVE INFORMATION

Registered charity name: THE MILL @ COPPERMILL
Registered office: 7–11 Coppermill Lane, London E17 7HA

Charity No.: 1143365
Company Reg. No.: 07596426

Directors

The trustees who served the charity as directors during the period were:

Ms Alison Griffin	
Ms Ingrid Abreu Scherer	
Ms Valeria Bonfiglio	
Ms Vanessa Brightwell	from 2 April 2019
Miss Amy Wevill	resigned 1 July 2019
Ms Lorenza Arnaboldi	resigned 1 July 2019
Mr Richard Bennett	from 9 July 2019
Ms Leanne Wightman	from 9 July 2019
Mr Laonikos Psimikakis Chalkokondylis	from 9 July 2019

Chair

Ms Ingrid Abreu Scherer

Secretary

Ms Ingrid Abreu Scherer was acting secretary from 4 December 2018 until 8 July 2019
Mr Laonikos Psimikakis Chalkokondylis from 9 July 2019

Treasurer

Ms Alison Griffin

Independent examiner

Waqas Hussain ACCA
10 Knebworth Avenue, London E17 5AJ

Banker

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

DIRECTORS' REPORT

INTRODUCTION

The directors and trustees present their report and financial statements of the charitable company for the year ending 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out on page 39 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 7th 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).

DIRECTORS

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 the law and best practice. The memorandum and articles of association lay out the terms of directorship (trusteeship). 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 has been another fantastic year for The Mill. As we enter our tenth year as a charity, I am proud that we continue to help people in Walthamstow to connect, help one another, and make amazing things happen together.

This year Waltham Forest became the first London Borough of Culture, and The Mill—always a hub of local creativity—was very much involved throughout the year including through our three open-call exhibitions and two community shows, as well as contributions to the Walthamstow Garden Party and the High Street ADVENTures Festival.

Our volunteers keep The Mill open and thriving every day, help make our events a success, and bring to life new ideas to benefit the community. We were lucky to have 143 amazing regular volunteers at The Mill, including 24 who joined us in this year. We are very proud that four volunteers, who had previously been unemployed, left The Mill to take up new jobs. Additionally, 13 volunteers ran taster sessions for *Feelgood Thursdays*, the weekly initiative which brought people together for activities to improve their wellbeing.

The people who visit The Mill continue to reflect the diversity of our community—we have always been a space for people to come together and meet their neighbours. We know that 61% of our visitors are women and 39% families, at least 25 languages are spoken at home by people who come to The Mill. And in 2019, as in each of the last two years, visitors said that the main benefit they get from coming to The Mill is to meet and connect with other people.

We have developed new ideas and initiatives to make sure this happens. Our *Grow Your Idea* programme, which started as a series of competitions supporting local people to run activities, has now grown into a rolling programme of support. With generous support from the Tudor Trust, we have recruited Karen Hart, who will get our *Build The Mill* project over the line by engaging the community and experts in planning improvements to the building. Support from the National Lottery Community Fund, St James Street Big Local, Waltham Forest Council, and our generous donors has enabled us to help local people make their ideas happen.

Thanks to all the work with local volunteers and partners, we have continued to deliver important achievements in all four of The Mill's strategic impact areas: Getting Together, Getting Involved, Getting Creative, and Improving our Space.

Of course, 2020 is already very different. The coronavirus pandemic, and the lockdown rules which have followed, meant we have had to close our doors over several months—with new restrictions ahead. This has had a significant impact not only on those who rely on us to provide a venue for support and friendship, or to learn new skills and volunteer, but also on the dedicated staff and volunteers who have adapted to new roles and priorities, and of course on our income and sustainability. We have had to adapt and be flexible in how we serve the local community, online as well as in person, and have worked closely with other local partners to help Walthamstow weather this storm. Our staff team, led by our indefatigable Centre Manager, Natasha McFadzean, have risen to the challenge and make us proud every day.

The pandemic has shown how precarious life can be for individuals, and also for charities like ours, which exist to help people locally. Nonetheless, throughout the uncertainty and strain, we have held onto our belief that our local community is resilient and capable of working together to deal with challenges and changes. I hope The Mill will always play its part in that.



Ingrid Abreu Scherer
Chair of Trustees

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 these 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
- **Wellbeing:** we believe the most important difference we can make to our community is to improve people's wellbeing 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.

OUR GOVERNANCE

The Mill's innovative Management Group structure (see Image 1 below), which brings together trustees, staff and volunteers to oversee specific areas of activity on behalf of the Board, has now been operational for over five years and has become part of day-to-day operations. Together, these groups manage the key functions of The Mill: Core Operations, Strategic Communications, People, Strategy & Impact, and Art Works (our arts development programme). The Board of Trustees oversees the Governance & Sustainability of the Charity, working alongside the other management groups.

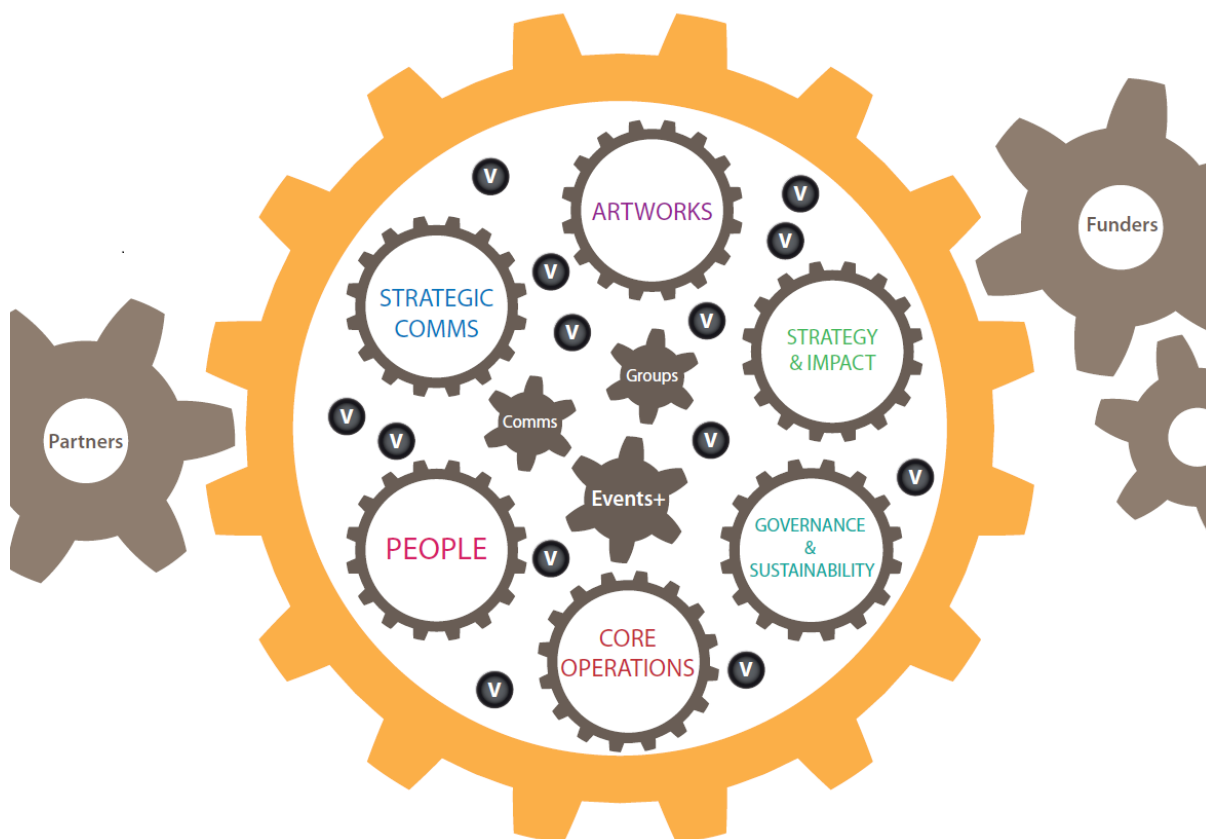


Image 1: Organisational Structure at The Mill

OUR PEOPLE

Our small and dedicated staff team continued to provide support in running a volunteer-led organisation. Between them, they ensure volunteers are supported in their roles through the provision of safe facilities in our trusted building, that our users and local community can access to take part in and enjoy as well as run their own activities. We really appreciate their dedication and commitment.

Our People management group continued to develop and review our employment-related and volunteer policies and training for staff and volunteers. In January, we recruited Andrew Murray to the position of Finance Officer after our Finance Officer of almost four years left to take full-time employment in October 2019. We're very grateful to Abby-Lee Widger for her hard work over the time she spent with us. At the beginning of 2020, the group provided support in recruiting experienced Project Co-ordinator, Karen Hart, for the *Build The Mill* project (see p.33).

Employees and Freelancers

Employees and freelance staff who served the charity during the period were:

Natasha McFadzean	Centre Manager
Victoria Bureyko	Administration Officer
Kim Dexter	Community Organiser
Helen Johnson	Communications Coordinator
Helen Hunte	Fundraising and Development Associate
Abby Lee Widger	Finance Officer (resigned October 2019)
Andrew Murray	Finance Officer (from January 2020)
Karen Hart	<i>Build The Mill</i> Project Co-ordinator

ACHIEVEMENTS 2019–2020

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 against our objectives in each impact area, supported by examples, quotations and photos.

AIM 1: GETTING TOGETHER

“
It's a great place to meet new people and feel connected.”

Volunteer survey, 2019

The Mill above all is a place where local people come together to share skills, get to know each other and connect. Open six days a week, 48 weeks a year, it's an accessible, welcoming and inclusive 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.

Our key objectives are to:

- **Maintain** The Mill as a trusted and widely used community hub
- 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 connect** with their neighbours

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

Who Uses the Mill

“ Always something going on at The Mill. A pleasure to meet new people from the local community and further afield. The Mill is such a well used resource. ”

Mill User Survey, 2019

The Mill has an open door policy, and as a result a very large and diverse number of people use The Mill regularly and on an informal basis. We conduct a user survey which has been the most effective way to estimate who our users are, why they come and what they feel about The Mill. 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 are very grateful to all the volunteers who designed the questionnaire and processed the results, and to all the reception volunteers who collected the data for this year's survey. The chart below summarises key findings of this year's survey which was carried out in June 2019, with the data from June 2018 and June 2017 for comparison. We use the results of the survey and feedback from volunteers and staff to inform our future planning.

From these findings, we can see that The Mill continues to attract people from across our diverse local community—with 25 languages represented in our visitors. One key finding is that we continue to be a place where people make connections to each other. This is reflected in the most common benefit reported by people: *'By coming to The Mill I can meet and connect with other people.'*

Key findings from our annual snapshot survey of weekly visitors 2019:

	2019	2018	2017
How many people came through the doors in one week?	572	594	568
How many questionnaires were completed?	211	229	226
Most popular day to visit	Thursday	Tuesday	Saturday
Most popular reason to visit	Attend an activity	Groups and activities	Groups and activities
Who are our visitors	61% women 25 languages spoken at home	75% women 24 languages spoken at home	69% women 21 languages spoken at home
Most regular visitors	39% families 13% retirees	25% families 22% retirees	27% families 21% retirees
Main benefit of visiting	'By coming to The Mill I can meet and connect with other people'	'By coming to The Mill I can meet and connect with other people'	'By coming to The Mill I can meet and connect with other people'
Visitors with a disability, impairment or long-term health condition	11%	19%	16%

Bringing People Together

“ Great way to get out of the house and get to know people in the area. Would recommend it for people that are newly moved to E17. ”

Mill User Survey, 2019

This year presented with even more opportunities for people to get together at The Mill with Waltham Forest becoming the first London Borough of Culture, which provided funding for more activities to take place throughout the year.

Our regular groups continued to run throughout, attracting new participants in addition to existing ones. Some of these groups have been with The Mill still since the very beginning,

such as the knitting group, book group, words, conversation and scrabble. These groups are all run by volunteers with participants enjoying the company of others, learning new skills or words, and contributing a small donation towards room use.

We always have been and continue to be open to hearing the suggestions of the local residents and we encourage our local community to get involved and set up their own groups. Some notable groups who used The Mill this year include:

The Mill Makers — a new monthly craft club which began at The Mill in November. Participants were encouraged to bring their own projects and spend the evening on them while sharing their skills and ideas with others over a cuppa and maybe even cake!

The Chillout Zone — a series of free drop-in sessions for children aged 10–16 who live in the St. James Street Big Local area. The sessions were established in March 2019 and have continued to meet weekly thanks to funding from St James Street Big Local and the National Lottery Awards for All, delivered through the Waltham Forest Arts in Education Network (WFAEN). The young people regularly take part in art activities and games, and helped to create a mural at Inky Cuttlefish Studio. They did film-making workshops to create a short piece about the club, tie-dying T-shirt workshops, as well as trips to the cinema and a treat at the end of the term at a local cafe.

Community Waltham Forest provides training and support for charities, community groups and individuals through capacity building, volunteering and social action. Over the course of the year, they regularly used our rooms to provide training courses on a range of topics and one-to-one advice sessions.

London Borough of Culture — as a thriving creative hub with a rolling year-round programme of exhibitions and a wide range of creative activities for adults and children, we have been the natural choice venue for some of the many workshops, events, talks and sessions held as part of the year-long London Borough of Culture celebrations. Just some of the events we held here included :

The Joke's on Us (May 2019)

A participatory art exhibition, part of the Waltham Forest Borough of Culture 2019 programme called "Ways of Seeing" where dozens of works by over 30

internationally- known artists from the Government Art Collection were displayed in unusual and unexpected venues across the Borough. At The Mill, our local community contributed jokes which were exhibited alongside Peter Liversidge's framed jokes on our Living Room walls. A Joke Telling workshop for families was held on 4 May 2020. Two of E17's famous comedians—Susan Murray and Maureen Younger—took time out from their schedules, including country-wide gigs, to host the Red Imp Comedy Club and the MY Comedy night, helping The Mill community sharpen their joke-writing skills.



E17 Art Trail

Alongside The Mill's **E17 Art Trail** show, "Inspired", artist collective Invisible Numbers and Gemma Harrison (of arts collective VC London) organised a talk to celebrate the opening of the exhibition *Beryl Swain Need for Speed* at 1B Window Gallery, our neighbouring gallery (1 June – 26 July 2019). The talk was accompanied by the wondrous sight of the arrival of VC London's motorbike ride-out to honour Beryl Swain's legacy.

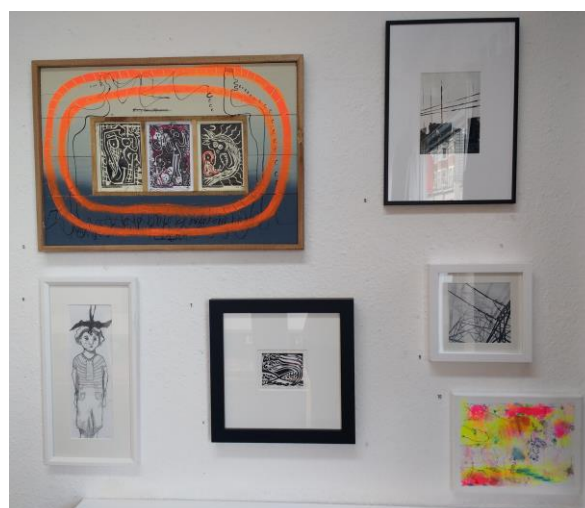


Photo by Laura Martinez Da Silva

Other community events which brought our community together in other ways included bunting making for the Walthamstow Garden Party, Moko jumbie stilts walker and mask-making as part of the High Street Adventures festival in December. Many other community events are detailed in the Art Works section and are highlighted throughout.

Events at The Mill

Each year, The Mill organises a number of community events which are organised by our Events Team volunteers, who donate their time and skills, and—in some cases—underwrite material costs.

In 2019, we organised a total of five events: The Mill Quiz (April 2019), a Spring Sale (May 2019), a Jumble Sale (September 2019), a Halloween party (October 2019) and a Christmas event (December 2019). Throughout most of the year volunteers also organised fortnightly coffee mornings.

The main aim of these events is to provide a space and an occasion for all members of the local community to socialise and celebrate together, joining in with any of a number of activities that take place at each event. They are also an opportunity to increase our unrestricted income, and attendees are asked to donate or buy items for sale at the events, such as Mill knitwear, plants, drinks and other merchandise. This year's 5 large events raised a total of over £1,300 for The Mill.

THE MILL QUIZ

Though in previous years the quiz has been held at The Mill, this year it was decided to hold it off-site at a local pub and on a nationally significant date. The quiz was held on the 23rd of April at Ye Olde Rose & Crown pub on Hoe Street, with six teams in a classic quiz of eight rounds with questions relating to the twin themes of St George and Shakespeare.



The three winning teams were awarded customised bronze, silver and gold medals (which have become a highly-prized feature of The Mill quizzes since 2016). This year's event was not only the best-attended quiz but also achieved our greatest ever fundraising amount, totalling £200. We are most grateful to Ye Olde Rose & Crown for giving us free use of a room and to local estate agents Stow Brothers for providing the star raffle prize.

SPRING SALE

For this year's Spring Sale, we received generous donations of indoor and outdoor plants, seeds and garden accessories from our volunteers and neighbours, and set up our tables outside the front of The Mill. Inside, more tables displayed all kinds of craft items for sale, which children and adults could use to make their own accessories. There was also an opportunity to buy hand-crafted greeting cards, notebooks and wallets from our Sociable Sewing group, or hand-knitted toys, jumpers, cardigans, hats, scarves and crocheted brooches from our Mill Knitters. Our trusty Mill Bakers sold delicious home-baked cakes and biscuits, perfect for washing down with a Mill brew or a real coffee after all that shopping!



A busy and enjoyable afternoon resulted in lots of our local community leaving with plant cuttings from their neighbours and home-grown Coppermill sunflower seeds to grow on whilst we fundraised over £330 towards our core activities.

JUMBLE TRAIL

The Jumble Trail is an annual event organised by St James Big Local which encourages upcycling / recycling and fosters local community engagement in our part of the Borough, and we participated again on 15 September 2019.

We promoted the event using the tagline “Lovely Jumbly” and, via our monthly e-newsletter, we invited our supporters to donate items which they no longer wanted but which might well be a perfect fit for someone else. We received a wealth of items, with children's cuddly toys being a particular attraction. It was our best-ever Jumble



Trail event, with proceeds from sales of items and donations for refreshments boosting our unrestricted income by £218.

HALLOWEEN

This year saw more families than ever joining in with this annual event. We organised games, craft activities, face painting, vampire splaying, as well as offered home-made cakes and other refreshments. This is always a popular event, and this year we raised £367.94 from proceeds.

CHRISTMAS PICKLE PARTY

Our December celebrations are always made up of two separate parts: first a “Deck the Mill” event, to make sure our public spaces look suitably festive throughout the Christmas season, followed by the party itself.



This year we were able to engage with other community groups by preparing garlands from waste textiles, some donated, and much of it sourced at a preferential charity rate from the Forest Recycling Project. We reached out to the Good Gym project for help in creating the garlands, who were energetic and enthusiastic partners in this venture. Several of our regular volunteers participated in hanging the resulting decorations on Deck The Mill Saturday in early December. The following Saturday we held our Christmas Pickle Party. We

invited submissions to a tasting competition which was judged by everyone purchasing a cheese and pickle platter, served with home-baked Irish soda bread and butter.



The children's craft sessions were as popular as ever. In addition, we had stalls selling Christmas gifts handmade by The Mill's knitting and sewing groups, and had representatives of the Limes Zest Kitchen at the event. Everyone was delighted that Zest Kitchen won the Pickle Crown for their delicious onion chutney. All the entries were tasty, but this excelled and won the popular vote.

We raised over £150, which as always is a much-appreciated addition to The Mill's funds.

AIM 2: GETTING INVOLVED

“It's a really valuable space that runs on people power so you can really see the impact of your volunteering. Also, it's a great way to genuinely feel part of your local community. It's a great feeling when you bump into people when you are out and about that you can say hello to.”

Mill Volunteer Survey, 2019

Our volunteers are the heart and soul of The Mill. It is their dedication, ideas, and diverse range of experiences that make the Mill a welcoming and friendly place to be. Everything that happens here is because of their skill, energy, and commitment—the people who contribute to The Mill, whether on a day to day basis or at one-off events, genuinely care about making a positive difference in their community, while they bring their own valuable skills and experiences to their involvement. They also learn new skills, make new friends, and learn about and from others in the community. Volunteers at The Mill come from a diverse range of backgrounds, and socialising together has proven again and again to be the start of new friendships and connections and has helped break down barriers between people with different life experiences. We know this is at the core of building community resilience and an enhanced sense of community belonging, and we are proud The Mill is actively helping make that happen. Volunteering can additionally give individuals an enhanced belief in their own ability to create change and a sense of purpose, which contributes to their wellbeing and by extension to the wellbeing of their community.

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.

Results from our Volunteer Survey 2019

Volunteers engaged in regular volunteering	143
New Volunteers	24
Volunteers previously unemployed who left to take up a job	4
One-off Volunteers running taster sessions for Feelgood Thursdays	13
Volunteers on DofE placements	4

The Mill is open six days a week and 48 weeks a year, and recruiting, training, and retaining volunteers is crucial to the smooth operation of The Mill. Our **Reception** volunteers are the main point of contact for The Mill, signposting people, ensuring room hires go smoothly and that visitors are comfortable and safe. The **Events** and **Art Works** teams, both volunteer-led, work autonomously to plan and deliver a range of activities, events and exhibitions throughout the year. We have volunteers who help us look after our space, with particular focus on our library and garden, and others, such as The Mill Knitters and Sewing group who contribute to larger events by donating items they have made to sell. Our **Communications Coordinator** leads a volunteer comms team, and our Board of Trustees consists of volunteers who work together with the different management groups to ensure a collaborative approach to running the charity, and make sure the voices of volunteers are represented at all levels of the organisation.

At The Mill, we understand that people have busy lives and we pride ourselves on being able to offer a variety of ways to contribute through a wide range of quality volunteering opportunities. Whether it is people who want to contribute their time to work on a one-off event, run a group, volunteer remotely from home or volunteer on a regular weekly basis, we offer opportunities that can fit with people's other time commitments, lifestyles, needs and abilities. This variety of options creates possibilities for a diverse range of people to get involved with all the benefits that can bring to themselves and their community.

Our community centre is only as good as the people who keep it going and make things happen. We are very fortunate to have a community that is full of skilled, knowledgeable and experienced people who are willing to share with others and who want to strengthen our community. With asset-based community development values at the forefront of our

activities and operations, we see our role in the community as a place where people are encouraged to take the initiative and put forward their ideas, and a space to organise and run projects and schemes which facilitate this and can give back to the community.

Grow Your Idea

“ I sure enjoyed my time in The Mill and I gained a lot of insight related to working with the community. Thank you very much for all your hard work and for making me feel so welcomed. I hope to work with you again in the future. ”

Grow Your Idea Group Leader

Grow Your Idea puts into practice what The Mill is all about: supporting and encouraging people to put their ideas forward, take action, and make them a reality. Since we opened our doors, one of our missions has been to support local groups and individuals to grow, which we have done in the past with various iterations of our Grow Your Idea community competition. With the appointment of Kim Dexter as our Community Organiser in Autumn 2018, we had the capacity to embed Grow Your Idea into our core practice and to make this an open offer to our community without the previous element of competition. This enables us to involve more people and provide a rolling programme of Grow Your Idea activities throughout the year.

As in previous years, the scheme this year offered a package of support to start up groups to develop their ideas and put them into practice, offering support in developing the idea, free room hire, a small budget for costs and advice, and support in project sustainability to help the group/project continue. One of our key aims is to develop opportunities for people who are potentially isolated or vulnerable, and this year we continued to encourage ideas that could serve the needs and be aimed at this demographic. In winter 2019, Grow Your Idea supported three projects: an art therapy group for women, a Pilates class, and Philosophy Penguin, an innovative philosophy session for young children.

Feelgood Thursdays

“ It makes me happy coming here! People all get on with each other, the room is bright and colourful! It's good to do something different. ”

Feelgood Thursday participant, 2019

As with many of our group activities, Feelgood Thursdays came from an idea from our volunteers and in July 2019 we received funding from the National Lottery Community Fund to make this a reality.

Feelgood Thursdays was a free friendly group that was open to all offering tea, coffee, friendship and conversation and a weekly informal programme of varied taster activities designed to improve the wellbeing of the participants. Whilst this project was open to people already using the Mill it was very much focused upon reaching out to people at risk of being socially isolated, and we promoted widely making connections with other organisations in the borough establishing new working relationships with Liz Ray, the Local Area Coordinator (High Street Ward), and the Waltham Forest Social Prescribing Team to reach those people.



The project ran from September 2019 through to March 2020, and 13 local practitioners from a variety of practices volunteered their time and expertise to the group taster sessions in areas as diverse as making herbal remedies to seated hip hop dance. These sessions not only inspired the participants to explore new and different ways of 'feeling good', but also gave the session leaders an opportunity to use their unique skills to explore and develop their own practice, work with a new group of people, and be actively involved in their community. The taster sessions also provided a focus for the group to break the ice and encourage conversation between group members that were previously unknown to each

other. During the course of the project, group members began to build confidence and form friendships many of which have since continued outside of the group.

The Mill welcomes all age groups, from toddlers who use our playroom to 90-year-olds attending the Scrabble group, and at any one time it's possible to see people of all ages here. This mixture of ages fosters intergenerational friendships and connections, breaking down barriers between age groups and creating greater community cohesion and resilience. At The Mill, we believe that all ages have something to offer and this year we were able to offer opportunities for more young people to develop themselves and their community.

Duke of Edinburgh Award students

This year we offered placements and gave support to four Duke of Edinburgh participants who volunteered their time and energy to give us much-valued assistance with various strands of our work. These volunteer roles gave the four students the opportunity to learn new skills and develop existing ones through hands-on work with our Communications Team, Kids Art, Admin tasks and general duties. In turn, the students brought opportunities for us to learn from them, their own unique perspectives broadening our own.

Good Gym Volunteers

Good Gym volunteers are a community of runners that combine getting fit with doing good. A group of between 12 and 17 first ran to The Mill in 2018 to help tidy up the Children's room, sorting through and cleaning toys long after we had closed for the day.

One of their favourite tasks has been preparations for events—so, this year we invited them for two consecutive weeks to help us get ready for our busy annual Halloween event where they helped to make over 800 spider legs and 200 eyes for spider hats that the children put together at the event. In November, they eagerly returned for two weeks running to make festoons for The Mill's Christmas celebrations.

Grow Wild

With funding from Kew Gardens, we were able to run a peer-to-peer ecologically themed project for young people. This involved a young person sharing her knowledge and skills in eco-dyeing fabrics using plants and flowers in two practical sessions with members of the Chillout Zone group. As is usual with activities at The Mill, this was reciprocally beneficial to

both the group leader and the participants. The young person leading the activity gained experience in planning, preparing and running the sessions, and the group members were able to have fun learning new skills and expressing their creativity.

AIM 3: GETTING CREATIVE

“ We love being based at The Mill and surrounded by a busy programme of activities ”

Mill User Survey, 2019

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.



Art Works

The visual arts are at the heart of creative activity at The Mill. From the start, the Art Works volunteer team of creatives has planned and delivered a wide-ranging annual programme of events and activities. Central to this is a commitment to inclusion in its widest sense: welcoming involvement from local people of all ages, abilities and from across our diverse community. In 2019/2020, this included playing a significant part in Waltham Forest's year as the first London Borough of Culture.

Volunteers stepped in and stepped up; the team welcomed local artist Vanessa Brightwell as the new Art Works trustee, and Laura Martinez widened our scope by photographing exhibitions and filming events. Behind the scenes, Sue Grant took on Art Work's overall administration, with Alison Hay taking responsibility for Grandad's Island and Junior Art Club. The Art Works team is also grateful to The Mill management team and the reception volunteers for all their help and support. Events and activities in the Art Works programme 2019/2020 included a range of exhibitions and creative events and activities:

EXHIBITIONS

The Mill Art Works team curated three open call exhibitions, there were two community shows and one special collaboration with WF council and the Borough of Culture, as follows:

The Joke's on Us!

11 Apr–24 May 2019, curators: Mo Gallaccio and Stephen Bennett

:: A Government Picture scheme: 12 jokes from artist Peter Liversage + contributions from the community

Inspired!

30 May–19 Jul 2019, curators: Mo Gallaccio + Lucy Pritchett

:: The Mill's offer for the 2019 Art Trail. An open call show - artists 1 piece - poets up to 3 poems. 43 art works and approx 12 poems. Story Teller: Megha Chauhan. Income for The Mill £373.50: submission fees and sales.

Doing it Ourselves: Imagining Better Childcare

23 Jul–19 Sep, community show.

:: *An exhibition celebrating a unique parent-led co-operative nursery in Walthamstow in the late 1970s, using oral history, photography, film and archive documents.*

Exhibition fee £150.

All Stitched Up

26 Sep–7 Dec 2019, curators: Laura Martinez, Isobel Manning, Mo Gallaccio

:: *Open call to fabric artists. 45 pieces from 28 participants. Income £305.00*

Whitefields Special Schools Mexico!

Dec 2019–Feb 2020, community show;

:: *Exhibition fee £150*

Playing with Colour

February–May 2020, curators: Lucy Pritchett + Mo Gallaccio.

:: *An open call show, 76 pieces from 51 participants. Income £535.*

Exhibition fees and sales are a major contribution to the Art Works team's ability to cover its costs and contribute to income for The Mill. For 2019/2020, the total exhibition income was £1,513.50 whereas the total Art Works expenses for the same year were £300.00, leading to a net total income for The Mill of £1,213.50.

SUNDAY DRAWING

Local artist and retired art teacher David Hughes leads this community group, attracting between 8–12 people to its bi-weekly meetings on Sunday mornings. Its diverse and loyal membership of mainly older people works comfortably alongside several teenagers. Offering two hours of quiet concentration on still life drawing, it raises income for The Mill and fulfils our charitable aims by providing a welcoming space for a group, including several shy and isolated individuals.

JUNIOR ART CLUB

This is an established and popular mainstay of The Mill's offering for children aged 6–12 and runs on Thursdays after school during term-time. The sessions are delivered by a volunteer team of local artists led by David Hughes and managed by Mill Art Works volunteers. Children work in a wide range of media, including clay, paints, pencils, print work and collage, and parents accompanying their children have the opportunity to chat and socialise while their children are being creative. With a five-week set of sessions beginning each half term, there is often competition for the 12 places and usually a waiting list. The mailing list for Junior Art Club and other art activities for children rose to over 60 families during this year. As and when resources and space allow, the team hopes to set up additional groups for older children.

GRANDAD'S ISLAND

From July to October 2019, The Mill was a major contributor to the Waltham Forest London Borough of Culture project "*From Page to Pavement*" which was run by local arts organisation Artillery. The project was inspired by and based on the award-winning picture book 'Grandad's Island' by local author-illustrator Benji Davies. The Mill delivered an ambitious linked programme of free, creative activities for children and families in a range of different venues over this period:

- 150+ children helped build "Grandad's boat" over two days at the Walthamstow Garden Party in July 2019
- 70 children took part in 5 artist-led workshops in July and August, creating flowers, creatures, animal masks, birds and sailor hats to take to Grandad's island
- 30 families accompanied the boat and its cargo of flowers, creatures etc as it processed down the High Street to the Library and moored in its window
- 140+ people in total attended the three Babel Project readings at the Garden Party in July, The Mill in early September, and Langthorne Park at the October closing event.



The project was planned by the Art Works Artistic Director Mo Gallaccio, who recruited a team of twelve local artists to lead a wide range of creative activities. A total of 43 Mill volunteers were involved in a variety of supporting and organising roles. In addition, twelve local people (all with connections to The Mill) joined Mo to read the book in their home languages in the three 'Babel Project' events. We are grateful to Artillery and Waltham Forest Borough of Culture for the funding support that made this ambitious project achievable, and to all those who worked so hard to make it a success.

AIM 4: IMPROVING OUR SPACE

“The Mill is one of the best community centres. Every borough in London should have a 'Mill'. The Mill feels like an extension of a house for its welcoming and warm atmosphere. It's a lifesaver for kids that love The Mill so much.”

A visitor at The Mill, 2019

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

Alongside the work to plan for a major building refurbishment project in the near future (see Build The Mill below) we continued to improve our facilities in smaller ways. One improvement to our space came in the form of new audiovisual equipment: projectors, audio equipment and a tablet to enhance the exhibition content and improve our facilities for room hirers, funded through a small **London Borough of Culture** grant.

This newly-installed audio-visual equipment has been a great asset to room hirers. There has been less time spent figuring out and setting up equipment, and the ceiling-mounted projectors and stereo equipment have enhanced community training courses, presentations and workshops. The equipment has also been used to complement and supplement exhibitions in the Living Room with short films on workshops, events and even joke-telling.

As part of "The Joke's on Us", users were able to listen to jokes submitted by local school children and neighbours. Our Art Works team have also commissioned short films in conjunction with the "Grandad's Island" project.

We received funding from the City Bridge Trust for an eco-audit site visit of The Mill to help us cut our carbon footprint, and an audit was carried out in August 2019 by 3 Acorns. The audit highlighted our current practices and detailed immediate improvements we could make to save energy and money, as well as recommendations for consideration in a future refurbishment. The funding also provided for a community workshop so our users could also benefit. An open workshop was held later in October and attendees learnt how they could make savings and help save energy.

We have steadily been replacing light fittings with more energy-efficient LED light tubes and upgraded light fittings in the stairways with motion sensor lights, reducing costs and energy consumption. During the two week closure of The Mill over the Christmas period, we took the opportunity to refresh the paint on our walls and woodwork in our rooms.

Earlier in the year, our resident artist Jason Hawkrige designed and painted a mural for the studio staircase as part of the Art Trail. He describes his mural as "*..a visual response and representation of linking ascent and descent timings through the dynamic movement of a staircase's everyday life, with a lights-out twist.*"

Build The Mill

The Mill trustees now feel that the organisation is in a stable position to move forward with capital development plans. Our community and stakeholder consultation confirmed the need to make improvements to the building to accommodate a wider range of activities, increase capacity, and provide better facilities. We also have looked at optimising the layout of the building to maximise space for public use and private hire, to further improve the room hire and office rental capacity, and safeguard the charity's financial sustainability in the long-term.

The Trustees recognised the need for an external professional to provide expertise and resources to take the project to the next stage and carry out a successful dedicated capital fundraising campaign for this large project. Following a successful bid to Tudor Trust, we

recruited Karen Hart to the role of Project Co-ordinator for Build The Mill, to take us through the pre-construction work over the next two years. Karen will work with our Trustees, stakeholders, and a specially convened project steering group, as well as Helen Hunte, our Development and Fundraising Associate, to help put us in the best place possible to start the building work with necessary funds, plans and permissions in place.

Making good use of our space

“ We love our visits to The Mill. It's a great chance to see friends and it's now an important part of our routine. ”

Mill User Survey, 2019

With a mix of flexible, open and private spaces, The Mill is well placed to enable members of the local community to make things happen. Our staff and volunteers work hard with our room hirers to help them to use our spaces to their maximum potential and best advantage. With room hire also being one of our primary sources of income, hiring our rooms is a great way to sustain our community centre.

Our affordable room hire rates make us a great venue for local community groups and activities with our room being hired to provide :

Health and wellbeing activities

- yoga; pilates; laughter yoga; yoga nidra; beginners yoga; stretch and align yoga; yoga for cyclists
- school catch up vaccination clinic
- diabetes prevention classes
- Chai and Chaat, a weekly group for older Asian women to get together to socialise and do gentle yoga. With funding from London Borough of Culture, they collated their stories, images and film to create an exhibition called “My Home” which was shown at The Mill and other venues across the Borough.

Language classes

- *Sounds Right Phonics* session for pre-schoolers
- French for pre-school and primary level children

- *Mamenoki Bunko* for anglo-Japanese children
- Spanish classes for adults
- English for speakers of other languages (ESOL) assessments and classes

We also welcomed weekly tutoring sessions for primary school children, and have been a venue for classes and an end-of-term party for the annual *HILSE Education* Italian cultural exchange programme since 2013.

Children's parties and activities

The Mill is a popular venue for children's parties. At weekends, outside of our public opening hours, we make use of our Children's Room (already filled with toys and games) and our Garden Room (ideal for the party buffet) available for hire.

Other children's activities have included the weekly Kids Art club on Thursdays after school (term time) run by volunteers. In the October half-term we had several themed workshops around Halloween, including cartoon drawing sessions with local artist and illustrator *Tim Reedy*, learning step-by-step how to draw monsters, witches and other characters. At another workshop, children decorated leaves turning them into Halloween characters and glass jars were turned into Halloween lanterns. We also hosted *Soundhopper* sessions, which were playgroups for children run by the artist group *We Are All Bats* as part of a Borough-wide programme of activities to encourage children aged 5–11 to listen to sounds in their environment.

Music groups included a special needs group for children using singing, playing instruments, games, dance, movement, and relaxation as a way to explore ways of communicating and expressing themselves. Families filled the Garden Room on Sunday mornings with Indian Carnatic singing.

For the wider community, our space continued to be used for monthly advice surgeries held by our local councillors, public consultations on local planning matters and initiatives and as a Polling Station for both the local and general election.

Partnerships

True to our values as a community hub, we have continued to work with and alongside other local community organisations. Our upstairs offices and studios are hired by true stalwarts of The Mill, many of whom have been with us from the very early days of The Mill.

- **Social Spider** — a socially-minded research and project development community interest company (CIC) who also publish 4 community newspapers including The Waltham Forest Echo.
- **Artillery** — an arts development organisation established by the creative team behind the E17 Art Trail. Artillery aims to create lasting shared memories among neighbours resulting from their open invitations to create neighbourhood events and projects together.
- **Jason Hawkrige** — an established multi-disciplinary artist.
- **Connecting Communities** — provides support for civil society organisations in the borough and is also incorporating an ESOL assessment centre
- **D4discus** — Seiko Fujino is a local dressmaker who handmakes women's clothes inspired by 1960s and 1970s fabric

Some of our tenants additionally hire meeting and event space providing an additional source of income as well as community activities.

The Limes Children and Community Centre continued to provide delicious home-made soup or salad prepared by their young users on a regular basis, helping them to develop skills in cooking and organising and gain valuable experience for employment.

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 our wider community. With an increase in our followers on all our social media platforms over the year, we now have 2,386 likes on our Facebook page (an increase of 120), over 6,486 followers on Twitter (an increase of around 290) and have almost 1,200 Instagram followers (an increase of 275).

The Mill website remains an important way to find out what's happening and find out more about what we do. After the Home page, the Events Page and the Events Calendar are the two most visited pages. Around fourteen thousand users visit the website each month, with around fifty thousand page views.

However, we are very mindful of the fact that there are many people in our local community for whom the internet and online activities are not accessible. In addition to our online activity, we distribute printed flyers and monthly programmes to reach as wide a range of people as possible. This year we produced two print newsletters which were delivered to 3,000 homes in the Coppermill Lane and St James Street area.

We would like to thank photographer Laura Martinez de Silva for the photographs and films she has made for The Mill this year.

FUNDRAISING

Over the last year, additional fundraising through grants has helped us to achieve our strategic aims and increase our impact through delivering special projects and targeted work. We are extremely grateful to all our funders who support us to deliver the essential work to meet our aims. We are particularly appreciative of their support in the context of the unprecedented challenges which we anticipate to arise from the COVID-19 pandemic, which led to a national lockdown at the very end of this financial year.

TUDOR TRUST

- **Build The Mill** - Tudor Trust have granted us funding over two years to support us in improving our space for the long term and prepare for a large capital refurbishment project by engaging a Project Co-ordinator and Capital Fundraiser

- **WALTHAM FOREST COUNCIL**

Our local authority has long been a supporter of The Mill and this year we helped the Borough celebrate the year as London Borough of Culture 2019 as well as getting involved in the Connecting Communities programme:

- **Borough of Culture *Make it Work*** - a small grant to improve AV equipment for events and exhibitions

- **Borough of Culture** *Make it Local* - small grants from High Street and Markhouse wards to contribute to the ambitious Grandad's Island project, delivered in partnership with Artillery
- **Connecting Communities** *Community Bank* - a grant to continue the Chillout Zone youth project at The Mill, following the successful pilot project funded by St James Big Local.

NATIONAL LOTTERY COMMUNITY FUND - AWARDS FOR ALL

- **Feel Good Thursdays** – A grant from Awards for All allowed us to set up a new social group on Thursday mornings designed to improve people's wellbeing and help them 'feel good', which ran from Summer 2019. Following lockdown in March 2020 staff have kept in touch with the group to check in on them while on their own.

ST JAMES BIG LOCAL

We work closely with St James Street Big Local, with whom we have shared aims and objectives to improve our immediate neighbourhood for the people who live and work here.

- **Chillout Zone** – a grant to set up and run a new youth project for local young people at The Mill every Friday evening, delivered in partnership with Waltham Forest Arts in Education Network (WFAEN).

FINANCIAL REVIEW

Summary

In the year 2019-2020, the charitable company had total income of £97,676 (2018-2019: £115,735) and total expenditure of £110,655 (2018-2019: £112,391). There was a deficit of £12,979 (2018-2019 surplus: £3,344).

The Mill experienced a further successful year of fundraising, business development, and income diversification, supporting The Mill's strategic aims and vision and, in particular, the five-year strategy that the community and trustees put in place at the end of 2016. This enables the charity to continue to be secure and able to plan for the future, to retain its wonderful staff team and above all to give confidence to its community that The Mill is here as a resource for them for the long-term. We were pleased that our previous successful income earning and fundraising allowed us to spend strategically in this financial year, as planned, to extend the impact of The Mill for the community (as this report hopefully demonstrates) while still remaining around the upper limit of our reserves policy. As the financial year drew to a close we then found ourselves at the beginning of the Covid-19 emergency and lockdown. It is reassuring to know that The Mill's ongoing financially secure situation can give us confidence that we will be able to offer some stability to our staff, volunteers, and members of the community at a time of otherwise considerable uncertainty.

Funds and reserves

Total funds carried forward at the end of this year were £70,240 (for the year 2018-2019 the total was £83,219). This comprised £3,787 restricted funds and £66,453 unrestricted funds, of which £8,500 were designated reserves and £57,953 were general reserves (for the year 2018-2019 there were £0 restricted funds and £83,218 unrestricted funds of which £8,500 were designated and £74,718 were general reserves).

The balance of £3,787 under restricted funds was for a restricted revenue fund (in 2018-2019 this was £1 for a capital fund and £0 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.

The Reserves Policy of the company, as reviewed and updated in 2019 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. Recently 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, during this financial year and the previous one, 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.
- Additionally, going into the 2019/20 financial year, the trustees are now seeking to build a designated reserve equal to 6 months' operating costs. They hope to achieve this level of reserves within the next 2 years. This is in anticipation of proposed building development works that may reduce the operational capacity of the building for up to 9-12 months within the next 5 years, depending on the needs of a capital project and in consultation with users and community. The trustees are particularly keen to ensure any level of closure should not affect the delivery of The Mill's charitable objectives or staff retention.

The free reserves at the end of the year were £66,453 (2018-19 was £83,218), which exceeds our reserves policy. This potentially enables continued strategic investment of funds towards the delivery of The Mill's strategy, including the proposed Build The Mill project to improve the charity's community space.

As the year came to an end, however, our reserves policy came under further review, and, in accordance with guidance from the Charity Commission and elsewhere, The Mill's trustees decided to prioritise the core functioning and delivery of the charity at a time when income was starting to be lost to the Covid-19 emergency and lockdown. At the time of writing—later in 2020—The Mill remains in a healthy reserves position, but the immediate and core needs of the charity remain preeminent amidst continuing uncertainty.

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 trustees (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 trustees 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 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.

The Mill is extremely grateful to its team of employees for all their excellent work.

Contribution by, and appreciation of, volunteers

The trustees 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 involved in a number of innovative ways to enable The Mill to make the most 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. Each and every person who has volunteered and volunteers with The Mill has made a positive contribution to The Mill achieving its aims.

Contribution by, and appreciation of, supporters

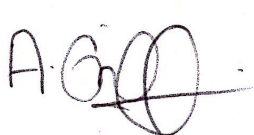
The trustees appreciate the support of the Tudor Trust, St James Street Big Local, National Lottery Community Fund - Awards for All, City Bridge Trust, Waltham Forest London Borough of Culture 2019 Make it Work and Make it Local and Waltham Forest Council Connecting Communities Community Bank funding, 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 trustees 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.

<p>Registered office: 7-11 Coppermill Lane Walthamstow London E17 7HA</p>	<p>Signed on behalf of the trustees</p> <p></p> <p>Alison Griffin (Director and Treasurer)</p> <p>Date: 16/12/20</p>
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INDEPENDENT EXAMINER'S REPORT to the trustees of The Mill @ Coppermill

I report to the charity trustees on my examination of the accounts of The Mill @ Coppermill ("The Mill") for the year ended 31 March 2020.

Responsibilities and basis of report

As The Mill's trustees (who are also the directors of the company 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 for this year 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.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the 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 FCCA

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

Date: 17-12-2020

Signed:



Statement of Financial Activities (incorporating the income and expenditure account)

Statement of Financial Activities (incorporating the income and expenditure account)

For the year ended 31 March 2020

	Note	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	2019 Total Funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary Income	2	5,389	31,853	37,241	47,673
Activities for Generating Funds		8,903	-	8,903	11,306
Incoming resources from charitable activities	2	52,531	-	52,531	56,756
TOTAL INCOMING RESOURCES	2	65,823	31,853	97,676	115,735
RESOURCES EXPENDED					
Fundraising Costs					
Charitable Expenditure					
Community Centre Programmes	3	88,280	21,615	109,895	111,691
Governance Costs		760	-	760	700
Total Resources Expended	3	89,040	21,615	110,655	112,391
Net Income / (expenditure)		(23,217)	10,238	(12,979)	3,344
Transfer between funds		6,452	(6,452)	-	-
Net movement in Funds		(16,765)	3,786	(12,979)	3,344
Total Funds at the start of the year		83,218	1	83,219	79,875
Total Funds at the end of the year		66,453	3,787	70,240	83,219

The statement of financial activities includes all gains and losses in the year.

All of the above amounts relate to continuing activities.

Statement of Financial Position

31 MARCH 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	8	0	0
Current assets			
Debtors & Prepayments	9	4,272	10,922
Bank & Cash at hand		88,877	85,753
		<u>93,149</u>	<u>96,675</u>
Creditors: amounts falling due within one year	10	<u>(22,909)</u>	<u>(13,456)</u>
Net current assets		<u>70,240</u>	<u>83,219</u>
Total Net assets	12	<u>70,240</u>	<u>83,219</u>
Funds			
Restricted funds		3,787	1
Unrestricted funds		66,453	83,218
TOTAL FUNDS	12	<u>70,240</u>	<u>83,219</u>

For the year ended 31 March 2020 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.

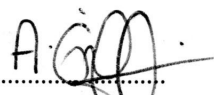
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

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

16.12.2020 and are signed on their behalf by:



.....
 INGRID ABREU SCHERER (Chair)



.....
 ALISON GRIFFIN (Treasurer)

Company Registration Number: 07596426

1. ACCOUNTING POLICIES

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, and in compliance with 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with FRS 102 (Charities SORP) and the Companies Act 2006.

(b) Going Concern

There are no material uncertainties about the charity's ability to continue.

(c) 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.

(d) 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.

(e) 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.

1. ACCOUNTING POLICIES (continued)

(f) 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.

(g) 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

Analysis of Incoming Resources	Grant Income £	Activity Income £	Other Income £	2020 Total £	2019 Total £
Community Centre Programmes	31,853	60,434	5,389	97,676	115,735
	<u>31,853</u>	<u>60,434</u>	<u>5,389</u>	<u>97,676</u>	<u>115,735</u>
				2020 Total £	2019 Total £
Voluntary Income	Unrestricted £	Restricted £			
Grants & Donations					
LB Waltham Forest	-	1,056	1,056	2,369	
LB Waltham Forest Connecting Communities	-	4,660	4,660	-	
Co-operative Local Community Fund	-	-	-	3,778	
LBWF Leader's Fund	-	-	-	2,000	
CWF-Sociable Sewing	-	460	460	-	
Grandads Island	-	3,350	3,350	-	
St James Street Big Local	-	-	-	14,568	
St James Street Big Local (youth activities)	-	7,700	7,700	2,220	
Tudor Trust	-	4,167	4,167	18,750	
RBG Kew	-	500	500	-	
Awards for All	-	9,960	9,960	-	
Total Grants	<u>0</u>	<u>31,853</u>	<u>31,853</u>	<u>43,685</u>	
Other Donations	<u>5,389</u>	<u>-</u>	<u>5,389</u>	<u>3,988</u>	
Total Voluntary Income	<u>5,389</u>	<u>31,853</u>	<u>37,241</u>	<u>47,673</u>	
Activities for Generating Funds and income from Charitable Activities					
Fund Generation	8,903	-	8,903	9,115	
Fundraising Income	-	-	-	2,191	
Hiring Income	51,531	-	51,531	56,706	
Projects and Consultancy	-	-	-	50	
Total Incoming from Charitable Activities	<u>60,434</u>	<u>-</u>	<u>60,434</u>	<u>68,063</u>	
Investment Income					
Bank Interest	-	-	-	-	
Total Income	<u>65,823</u>	<u>31,853</u>	<u>97,676</u>	<u>115,735</u>	

3. TOTAL RESOURCES EXPENDED

	Direct Costs	Support Costs	2020 Total £	2019 Total £
Charitable Expenditure	£	£		
Community Centre Programmes	88,280	21,615	109,895	111,691
Total Charitable Expenditure	88,280	21,615	109,895	111,691
Governance	-	760	760	700
Total Costs	89,514	22,877	110,655	112,391

3(a) Governance Costs	2020 Total £	2019 Total £
These comprise the following:		
Independent Examiner's Fees	500	500
Professional Fees	260	200
	760	700

3(b) Direct Costs	2020 £	2019 £
Fundraising Costs	5,600	5,025
Wages	58,909	47,292
Other Staff Costs	601	-
Volunteer Costs	519	62
Health & Safety	-	1,333
Advertising	593	-
Projects & Consultancy Expenditure	20,584	34,619
Merchandise for Resale Cost	80	35
Activities Costs	1,288	782
Other Costs	105	365
Total Direct Costs	88,280	89,514

3(c) Support Costs	2020 £	2019 £
Rent and Rates	6,320	7,185
Heat & Light	3,334	3,197
Printing & Stationery	405	656
Telephone & Computer Consumables	1,333	1,870
Building Maintenance & Cleaning	6,460	4,432
Insurance	1,354	1,333
General Expenses	883	135
Legal & Professional Fees	-	204
Accountancy	1,525	2,610
Depreciation	1,092	1,092
Total Support Costs	21,615	22,878

4. EXPENDITURE ANALYSIS

	Wages £	Depreciation £	Other £	2020 £	2019 £
Restricted					
LB Waltham Forest	-	-	1,056	1,056	3,461
CWF Sociable Sewing	-	-	48	48	-
Grandad's Island	-	-	3,350	3,350	-
LBWF Connecting Communities	-	-	3,656	3,656	-
St James Big Local	-	-	-	-	14,568
St James Big Local Youth	-	-	5,330	5,330	2,220
RBG Kew	-	-	500	500	-
Awards for All	-	-	9,960	9,960	-
Tudor Trust	-	-	4,168	4,168	19,644
Total Restricted	-	-	28,067	28,067	39,893
Unrestricted					
General	58,909	-	23,679	82,588	72,498
Total Unrestricted	58,909	-	23,679	82,588	72,498
Total Expenditure	58,909	-	51,745	110,655	112,391

5. NET INCOMING RESOURCES

	2020 £	2019 £
This is stated after charging:		
Depreciation	-	1,092
Independent Examiner's Fees	500	500
	500	1,592

6. STAFF COSTS AND EMOLUMENTS

	2020 £	2019 £
Total staff costs were as follows:		
Gross pay	53,365	62,667
Employer's National Insurance	1,358	3,880
Employer's Pension Costs	251	1,065
Total	56,974	67,611

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

	2020	2019
Average number of employees during the year was:	4	3

7. DIRECTORS AND RELATED PARTY TRANSACTIONS

	2020	2019
	£	£
	-	-
	<u>-</u>	<u>-</u>

There were no payments made during the year to Directors and related parties (2019 - nil).

8. TANGIBLE FIXED ASSETS

	Plant & Machinery £	Fixtures and fittings £	Office furniture £	Total £
Cost:				
At 1 April 2019	7,998	-	-	7,998
Additions	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2020	<u>7,998</u>	<u>-</u>	<u>-</u>	<u>7,998</u>
Depreciation:				
At 1 April 2019	7,998	-	-	7,998
Charge for the year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2020	<u>7,998</u>	<u>-</u>	<u>-</u>	<u>7,998</u>
Net book value:				
At 1 April 2019	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

9. DEBTORS AND PREPAYMENTS

	2020	2019
	£	£
Trade debtors	4,272	7,956
Prepayments	<u>-</u>	<u>2,966</u>
	<u>4,272</u>	<u>10,922</u>

10. CREDITORS

	2020	2019
	£	£
Amounts falling due within one year:		
Trade creditors	1,125	161
Accruals & deferred income	20,833	12,196
Deposits	41	80
Taxation and Social Security Costs - PAYE	910	840
Pension Control	<u>-</u>	<u>180</u>
	<u>22,909</u>	<u>13,456</u>

11. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2020, the Charity had annual commitments under non-cancellable operating leases as set out below:

Commitments under operating leases	2020	2019
Expiring after more than 5 years	6,000	6,000

12. ANALYSIS OF MOVEMENT IN FUND

Total Funds	At 1/4/19	Incoming	Outgoing	At 31/3/20
Analysis of Movement in Funds	£	£	£	£
Restricted Funds				
General	-	31,852	(28,067)	3,787
Total Restricted Funds	-	31,852	(28,067)	3,787
Unrestricted				
Designated Emergencies (a)	5,000	-	-	5,000
Designated Dilapidations (b)	3,500	-	-	3,500
General	74,718	65,823	(82,588)	57,953
Total Unrestricted Funds	83,218	65,823	(82,588)	66,453
Total Funds	83,218	97,676	(110,655)	70,240

13. POST BALANCE SHEET EVENTS

The World Health Organization declared the outbreak of the coronavirus a pandemic in March 2020. As we progress through 2020, more information is becoming known about the scale and impact of the coronavirus. The pandemic might have a financial effect on the charity and its operations. This may include changes to project implementation plans, alterations to ways of working and reductions in future donations.