

The Katherine Low Settlement Limited  
Registered Charity Number 1081248  
Registered Company Number 03814833



ANNUAL REPORT AND ACCOUNTS  
OF THE TRUSTEES

FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

KATHERINE LOW SETTLEMENT LIMITED

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FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

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KATHERINE LOW SETTLEMENT LIMITED

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity Number** 1081248  
**Registered Company Number** 03814833

**Registered Office** Katherine Low Settlement  
108 Battersea High Street, London SW11 3HP  
Tel: 020 7223 2845  
Email: [aaron@klsettlement.org.uk](mailto:aaron@klsettlement.org.uk)  
Web: [www.klsettlement.org.uk](http://www.klsettlement.org.uk)  
Twitter: [@klsettlement](https://twitter.com/klsettlement)

**President** Reverend John Wates, J.P., M.A.

**Vice President** Jennifer Anderson

**Trustees**

Margaret Robson	Chairperson
Alison Wintgens	Vice Chairperson
Keith Chapman	Hon Treasurer
Naomi Adams	(Resigned 1 <sup>st</sup> January 2013)
Elaine Arnold	
Rev. Canon Simon Butler	
Senia Dedic	
Lucy Elphinstone	(Appointed 1 <sup>st</sup> January 2013)
Claire Newman	
Stephanie Pattenden	(Resigned 9 <sup>th</sup> January 2013)
Geoff Thomas	

**Chief Executive** Aaron Barbour (Appointed 2<sup>nd</sup> January 2013)

**Bankers** Barclays Bank plc, Wandsworth Group  
Charities Aid Foundation (CAF)

**Independent Examiner** Rajesh Amin F.C.A.  
Body Dubois Associates LLP  
Annecy Court, Ferry Works, Summer Road,  
Thames Ditton, Surrey KT7 0QJ

**Solicitors** Abbott Cresswell Solicitors  
179 Upper Richmond Road West, London SW14 1DU

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The Trustees who are also the directors of the charity for the purposes of the Companies Act 2006, present their report and accounts for the year ended 31<sup>st</sup> March 2013. These Accounts comply with the statutory requirements and are presented in the format for charity accounts required by the revised Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (revised in March 2005 and updated in 2008); and the Companies Act 2006.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Katherine Low Settlement is an independent charity and is registered as a company limited by guarantee. The charity was founded in 1924, and has been serving the communities of Battersea to tackle poverty and isolation ever since. The limited company was established in October 2000 under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association.

### **Trustees**

Katherine Low Settlement is governed by a Board of Trustees, not exceeding ten in number, who are elected by the membership at the Annual General Meeting (AGM). Each year a third of Trustees stand down at the AGM and are eligible for re-election. The Trustees have no beneficial interests in or contracts with the organisation during the year.

### **Trustee's recruitment and induction**

Board members are selected on the basis of the experience, skills and expertise they bring to further the main objectives of the Settlement and to reflect the diversity of the community with respect to age, ethnicity and disability and a representation of a variety of backgrounds, particularly those from the local community of Battersea.

The induction process for new Trustees includes the provision of information as specified by the Charities Commission on their roles and responsibilities, policy and procedures, meetings with key staff and the chair of Trustees and visits to the Settlement both by arrangement and informally.

### **Management and Staffing**

The Trustees delegate the day-to-day work and operations of the Settlement to a small core establishment of hardworking and dedicated staff team, who operate within defined terms of reference and authority. The Senior Management Team includes Aaron Barbour, Chief Executive; Tracy Frostick, Administrative and Premises Manager; Sarah Rackham, Community Development Manager; Lucy Rix, Head of Love To Learn; and Hannah Witcomb, Head of Wandsworth Young Carers Project. In addition to an excellent staff team, the work is supported by 200 volunteers. Their dedication brings a unique strength to the Settlement extending the capacity and reach of the organisation.

### **Risk Management**

The Trustees conduct an annual review of the major risks to which the charity is exposed covering strategic, operational, financial, governance, compliance and external risks. The review identifies potentially significant risks and their likelihood and possible impact in each of these areas, together with existing control measures, any additional actions and policies required to mitigate retained risks and the people responsible for ensuring they are monitored and addressed.

The Trustees have given consideration to the major risks to which the Charity is exposed - which focus in particular on funding and staffing and have satisfied themselves that systems and procedures are in place to mitigate these and other risks.

## **CHARITABLE ACTIVITIES AND ACHIEVEMENTS**

### **Public Benefit**

The Trustees confirm that when reviewing the Charity's activities and devising future programmes, they have referred to the Charity Commission's general guidance on public benefit and complied with their duties under Section 4 of the Charities Act 2006. In particular the Trustees have considered how planned activities will contribute to meeting the strategic aims of the charity.

### **Vision, Mission and Values**

Katherine Low Settlement is driven by its vision and mission and led by its values.

#### *Vision*

Its vision is for a society where people fight poverty, tackle injustice, and realise their potential together.

#### *Mission*

Katherine Low Settlement's principle mission is to:

- Relieve and prevent poverty, disadvantage and discrimination.
- Foster community cohesion.
- Promote social inclusion and reduce isolation, increasing health and well-being of those on the margins of the local community.
- Consider the needs of all people but with special regard to those of young people.

#### *Values*

The Settlement is led by its values of:

- Respecting the unique worth of individuals and empowering them to fulfil their potential.
- Respecting the right of individuals and communities of interest to make their own choices and enabling them to make informed decisions.
- Valuing diversity and difference.
- Challenging discrimination in all its forms and promoting equality of opportunity.
- Working collaboratively with others.
- Providing the best service possible with the resources available.
- Providing services to meet immediate needs while undertaking activities to tackle the causes of need.
- Minimising impact on the environment and promoting sustainable development.

### **Katherine Low Settlement's Objectives**

The principle objectives of the charity are to:

- Identify and develop services required to address the Settlement's charitable purposes principally within the local communities of Battersea. Wherever possible we support people to identify their own needs and make decisions about the services and activities provided, to increase self-determination and ownership.

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- Support the work of other local charities and community groups in meeting these objectives by providing office space and rooms for activities for rent; and facilitating accessible, effective and full use of the Settlement's premises.
- Participate in wider community development networks and work together with other voluntary and statutory organisations where it will enhance our specified purposes.

The Katherine Low Settlement model of operating is two-fold. It provides its own services, whilst inviting other organisations and community groups to operate out of its premises (either to offer their services or to run their back office) – so together it can meet the diverse needs of the local communities of the London Borough of Wandsworth.

### **Activities and Achievements 2012/13**

The main success this year has been to recruit and appoint the Settlement's first Chief Executive, Aaron Barbour. He started work on 2<sup>nd</sup> January 2013. This has been many years in development and planning and the Trustees like to take this opportunity to thank the Tudor Trust and the Wates Foundation for kindly supporting this post; and to Julia Kaufmann and Locality for assisting in the recruitment process.

Aaron spent his first three months in post metaphorically 'opening up the cupboards' of the Settlement, to see what makes it tick, its strengths and weaknesses, and to identify any gaps and areas for improvement. His report to the Trustees indicated a need to strengthen the infrastructure of the organisation whilst developing a new three year strategy and plan.

Alongside this new role, life at Katherine Low Settlement continues with its three main areas of work:

1. Love To Learn (formerly Refugee Home School Support Project)
2. Wandsworth Young Carers Project
3. KLS' Elders Programme

These activities and achievements are described in more detail below.

#### **1. Love To Learn [formerly Refugee Home School Support Project]**

*"Don't take away my mentor! Because she explains the maths to me and then I can do it. I have moved up in my maths group and I came top in the test. It is much better now."*

A student supported by a Love To Learn learning mentor, 2012

Love To Learn has been working to support the learning of young people from refugee backgrounds in the London Borough of Wandsworth (with a focus on Battersea) since 2004. Love To Learn works with approximately 200 children and young people each year, and has built strong relationships with more than 150 families. This long-term approach is crucial to its success and staff are frequently asked to work with families or young people who find it difficult to access other services.

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The principle aims of Love To Learn are to:

- Improve and increase refugee children's access and participation with learning opportunities and experiences to enable them to develop their full potential and achievement.
- Increase the understanding and involvement of their parents and carers.
- Work in partnership with educational establishments to achieve this end.

Love To Learn does this by providing the following activities and support:

- Wednesday Homework Club for 50 children (in two different age groups).
- Volunteer Learning Mentors (50) work with children and young people weekly to support them with study skills and school work.
- Parent Workshops to improve parents understanding of the education system and communication with individual schools.
- An ESOL (English as a second language) class for "Supporting your Childs Education" attended by 10-15 parents.
- Casework and advocacy to provide support to parents and carers.
- Partnership work with schools, other statutory services and sister refugee organisations.
- Classroom support in two secondary schools.
- Holiday schemes including trips and residential holidays for children and carers.

#### **Achievements and performance**

- Teachers report that children and young people in the project have improved their learning and performance from one to one support and encouragement in the homework club. They see improvement in their English and understanding of the curriculum.
- Parents have gained skills, knowledge and confidence to communicate more effectively with schools and to support their children's learning.
- Families given opportunities to engage with others in activities, going on trips and participating in cultural activities, reducing isolation, increasing socialisation.
- Volunteers are carefully recruited to work in homework clubs and in children's own homes. Well trained and supported in order to work appropriately and effectively with their families, encouraging the children individually and including parents / carers as much as possible.
- Funding for the on-going work of the project has been secured.

#### **Outcomes**

Schools affirm the positive impact of the project's work on the progress and behaviour of the children in the classroom. They report that we have provided vital support for some of the most disadvantaged children in the school, that children have gained not only academically but also in self- confidence and their ability to communicate positively with adults and other students. This is confirmed by feedback from the children themselves, their parents and carers and project staff and volunteers.

Many parents, with the support of project staff have engaged in the education system, in some instances challenging decisions about their children, having gained knowledge and confidence. Schools involved in the project have improved their communication and understanding of refugee children and their families and fully support and welcome the involvement of the project in their school.

## 2. Wandsworth Young Carers Project

*“The care the [KLS’ Young Carers] Project gives to my child and me and the whole family. Any problems that are affecting my child I am able to speak to them and they are there to support us.”*  
*A parent of a KLS young carer, 2012*

The principle aim of KLS’ Wandsworth Young Carers Project is to identify, assess and support local families by providing social activities and respite where a child (aged 5-18) has significant caring responsibilities for an adult family member who has a physical disability, chronic illness, mental health issues, drug or alcohol dependency or HIV/Aids.

We do this by offering:

1. Respite through a range of targeted group sessions and activities for young carers including weekly term-time clubs, group sessions and activities; schools holiday programmes, day trips and outings; and residential holiday breaks.
2. Advocacy support for individual young carers and their whole family through engaging additional support services including agreeing a plan and setting targets with the family; drop-in sessions for information, advice and guidance (IAG); Young Carer support and advocacy; one-to-one support for young carers ‘in crisis’; and home visits.
3. Referrals to other appropriate agencies.
4. Raising awareness and understanding of young carers across the borough with wider-agencies.

### **Achievements and Performance**

- Close liaison with the Youth Service and Children’s Health Services, Schools and Wandsworth Borough Council Young Carers Development Worker, especially raising the profile and issues of young carers. This is often challenging and time consuming.
- Worked closely with 75 young carers from 54 families during the past year, reviewing targets and progress, closing cases where appropriate and taking on new members.
- Run all our clubs regularly (48 weeks of the year), and maintained good levels of attendance.
- Joint activities with a variety of arts and other community organisations and taken part in high profile arts and drama events locally and with other boroughs.
- Run successful well attended holiday schemes and residential trips, including one to Devon.
- Involved the young people in successful promotion and fundraising activities.
- Run workshops and information sessions on key issues, e.g. sexual health, drugs, Personal, Social and Health Education (P.S.H.E).

### **Outcomes**

In line with the Government’s strategies in Every Child Matters (DfES, 2004) we believe that enjoying and achieving go hand in hand. We recognise Young Carers as children and young people first, who should be free to develop emotionally and physically. Our activities therefore cover outcomes aimed at developing children socially, personally and academically, ensuring support for learning and opportunities for having fun.

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- Our main outcome is that young carers have developed and grown as well-rounded young people, contributing to their community and wider-society. We know this as their confidence, self-esteem and resilience increases, as does their increased participation, attendance and attainment in school, as well as wider leisure and other social activities. Their social and behavioural skills develop, alongside an improved educational knowledge on topics such as sexual health, first aid, drugs and alcohol, bullying and discrimination.
- Young carers are often very isolated by their situation. The project brings them into contact with others in similar situations, enabling them to give and receive beneficial peer support.
- We aim to reduce the impact of the caring duties for the young people involved. We achieve this in part by increasing the advocacy support young carers receive by KLS staff and other agencies (including Adult Services); as well as regular club sessions, activities and residentials enable them to have fun and be children again away from their responsibilities. It creates opportunity to develop friendships, to deal with conflict and learn to take responsibility for their own behaviour. This leads to improved self-esteem, social skills and to feeling less isolated.

### **Future**

With effect from 1<sup>st</sup> May 2013 'Wandsworth Young Carers Project' was transferred to another agency.

### **3. KLS' Elders Programme**

*"I would just like to say what a happy time we all have had this year. Everyone is so caring. It's a real pleasure to come".*

*May, a Lunch Club member*

Katherine Low Settlement has run a programme with older people since its inception in 1924.

The principle aims are to:

- Encourage active and independent living.
- Reduce isolation and loneliness.
- Enable older residents to become dynamic and contributing members of the Wandsworth community.

This is done by providing the following activities:

- A regular twice weekly lunch club, for up to 25 very frail and elderly people.
- A range of exercise (dance, tai chi and armchair exercise classes weekly).
- Creative arts activities – e.g. drama and pottery workshops.
- Outings and visits to arts and cultural events and seaside excursions.
- Inviting speakers on a range of topics.
- One-to-one support for members who become seriously ill and/or are unable to come to club.
- Transport for those with reduced mobility.
- Enabling housebound members to keep in touch with their friends.
- Supporting members to take responsibility for their own groups and activities (e.g. The Contact Club and Little Club).
- Enabling members to take an active part in relevant borough wide networks.

### **Achievements and Performance**

Sadly this year a high number of deaths occurred amongst the group. Many of them have been attending the elders' programme for more than 15 years and are now in their late 80's and early 90's. A growing number of members are becoming frailer which means that they stay for less time and less activities. Saying that, a very positive and strong sense of peer support has developed amongst the club members. Funding for the lunch club has been sustained (thanks to Thomas' Battersea School), and gained small funding for other activities and trips. Some new members have been identified through networks and are supported to integrate with established club members and activities.

### **Outcomes**

An annual evaluation is carried out which indicates that members rely heavily on the activities at the Settlement. Most valued by them is the opportunity (for the majority the only opportunity) to see friends, eat a good meal in the company of others and to interact with their peers.

They value the mental stimulation and sense of purpose and self-worth that comes from being able to support and help others and also through the opportunity to interact with other people, young and old and of varied backgrounds.

Members feel that the services have helped to reduce their isolation, to help them stay physically and mentally active and improve their feeling of emotional well-being. Many feel that they are better able to cope and enjoy life as older people and to maintain and extend their independence.

### **Katherine Low Settlement's Partners**

In addition to its own work and services Katherine Low Settlement also invites other organisations and community groups to operate out of its premises (either to offer their services or to run their back office) – so together we can meet the diverse needs of the local communities of the London Borough of Wandsworth.

The Settlement is pleased to work with its Service Provision Partners, who include:

- Act Too / Baked Bean Theatre Company
- BME IAPT (Mental Health Support Services)
- Buna Kazoku Karate with Sensei Andy Beech
- Catechism classes with Tina Achkar
- Caterpillar Music with Shumi Jeyadevan
- Church of the Restoration / Battle Axe ministry
- Crèche – Sure Start crèche run by Tinies
- ESOL classes, in partnership with South Thames College
- Family Action – Drama Group and Recovery Living Skills Group
- Generate's Thursday Club
- Gold & Silver Players drama group
- Jehevoh Jireh Pentecostal Apostolic Assembly
- Line Dancing with Geoffrey Evans
- Mental Health Carers Support Group
- Royal School of Ballet – Dance for Life
- Spotlight Jazz Dance

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- T'ai Chi with Hamid Momtahan
- Taekwondo with WOW Mums
- The Elays Network
- The Little Club / The Contact Club
- The Rainbow Art Club
- The Redeemed Christian Church of God / Beautiful Gate Battersea
- Wandsworth Borough Council– Youth Work
- WOW Mums
- Yoga with Jeannie Philips

The Back Office Partners include:

- Childcare & Business Consultancy Services (CBC Services)
- Wandsworth Citizens Advice Bureaux

## **FINANCIAL REVIEW**

Katherine Low Settlement made a surplus of £13,677, before recognised gains and losses. The charity has worked hard, in a difficult operating environment, to achieve this.

The Settlement receives the majority of its income from grants and contracts from the BBC Children in Need, Big Lottery Fund, Sir Walter St. John's Educational Trust, Trust for London, The Tudor Trust, Wandsworth Borough Council and the Wates Foundation – for all of which we are very grateful.

Katherine Low Settlement also receives unrestricted income from the rents and charges it makes for the use of its buildings at 108 Battersea High Street. During 2012/13 these rents amounted to £86,431, a slight reduction from last year, as Sure Start crèche formally moved out this year. The rate of occupation of the building and the tenants are continually changing and the Settlement is looking to increase the number of organisations renting space in the coming financial year.

Apart from rents the Settlement receives donations and grants from many people and organisations all of which are vital for its ongoing work. Three significant anonymous donations were received this year. Thank you.

The Trustees would like to thank Thomas's Battersea School and Francis Holland School for their continuing support.

### **Investment and Reserves Policy**

The Trustees have considered the liabilities to which the charity is exposed and have set a level of reserves designed to safeguard the charity against any future event. In particular:

- Reserves have been made to provide sufficient funds for an orderly winding up of operations if necessary, which is estimated to be six months' running costs.
- A reserve to ensure the maintenance of the building so that they are in good order to house our services and those of our tenants.
- Minimum reserve levels before the charity considers any significant strategic change outside its current remit as a going concern.

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It is the intention of the Katherine Low Settlement to budget and operate on a surplus basis. However in certain circumstance reserves may be used to cover any shortfall in revenues and operating expenses, and also to support strategic initiatives. The charity follows a set of guidelines to ensure it can meet all deficit and expenditure obligations in relation to the charity's annually approved budget.

**Statement of Trustees Responsibilities**

The Trustees hold ultimate legal responsibility for the Katherine Low Settlement. They are responsible for setting the strategic direction of the charity, ensuring clear organisational objectives and monitoring performance through reporting of the staff group.

The Trustees are responsible for preparing the Trustees report and the financial statements in accordance with applicable law and United Kingdom accounting standards (Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Charities Act 2011 and Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's independent examiner are unaware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the independent examiners are aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information including the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### **Going Concern**

The Trustees have reviewed the financial position of the charitable company as of 31<sup>st</sup> March 2013 together with the budget, income and expenditure, cash flow and investments, for the period April 2013 to March 2014 inclusively. The Trustees consider that the budgets are reasonable, and that the charity has sufficient reserves and cash resources in order to continue as a going concern.

### **FUTURE PLANS AND DEVELOPMENT 2013/14**

2013/14 is an exciting year for Katherine Low Settlement. It is focusing on three areas:

1. *Strengthening the infrastructure of KLS*

We will work to ensure that 'behind the scenes' the Settlement is as efficient and effective as possible in its systems and processes to support its users, staff and volunteers.

2. *Developing a new three year strategy and plan*

We have instigated a 'Community Wise' project to find out what local people's needs, wants and desires are and how we as an organisation might support them. This will form the basis of our new strategy and plan ensuring that we are truly serving local communities.

Alongside these new developments we will continue to run our current activities and services in line with our core values and objectives. We will endeavour to ensure that the building continues to be used as fully as possible to meet these objectives and to maximize our income.

3. *Celebrating Katherine Low Settlement's 90<sup>th</sup> birthday*

2014 will be a landmark year as we celebrate 90 years through our actions, growth and the development of new projects and services with the local community. There might also be a party or two.

### **APPROVAL OF ANNUAL REPORT**

This report was approved by the Trustees on 11<sup>th</sup> September 2013 and signed on their behalf.

*Margaret Robson*

MARGARET ROBSON  
Chairperson

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF THE KATHERINE LOW SETTLEMENT LIMITED**

I report on the accounts for the year ended 31<sup>st</sup> March 2013.

**Respective Responsibilities of Trustees and Examiner**

The Trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**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**

In connection with my examination, no matter has come to my attention:

- a) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.
- have not been met; or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Rajesh Amin F.C.A.

for and on behalf of Body Dubois Associates LLP

Anney Court, Ferry Works, Summer Road, Thames Ditton, Surrey, KT7 0QJ

11<sup>th</sup> September 2013

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FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013**

		Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total 2013 £	Total 2012 £
	Notes				
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary Income:					
Donations	4	28,735	8,198	36,933	61,723
Activities for generating funds	5	8,075	2,042	10,117	6,776
Investment income					
Bank interest received		246	-	246	395
Incoming resources from charitable activities	6	109,544	276,068	385,612	254,727
<b>Total Incoming Resources</b>		<u>146,600</u>	<u>286,308</u>	<u>432,908</u>	<u>323,621</u>
<b>Resources Expended</b>					
Charitable activities	7	142,467	229,569	372,036	336,232
Governance costs	8	3,000	-	3,000	2,280
<b>Total Resources Expended</b>		<u>145,467</u>	<u>229,569</u>	<u>375,036</u>	<u>338,512</u>
Net (outgoing)/incoming resources before transfers		1,133	56,739	57,872	(14,891)
Transfers					
Gross transfers between funds	14	12,544	(12,544)	-	-
<b>Income surplus/(deficit) for the year</b>		<u>13,677</u>	<u>44,195</u>	<u>57,872</u>	<u>(14,891)</u>
Balance at 1 <sup>st</sup> April 2012		<u>138,071</u>	<u>43,763</u>	<u>181,834</u>	<u>196,725</u>
Balance at 31 <sup>st</sup> March 2013		<u>151,748</u>	<u>87,958</u>	<u>239,706</u>	<u>181,834</u>

The Statement of Financial Activities includes the income and expenditure and all gains and losses recognised in the year, except for the reserve arising on the revaluation of the Freehold Property as detailed in Note 9.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 15 - 20 form part of these financial statements.

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**BALANCE SHEET**  
31<sup>ST</sup> MARCH 2013

	Notes	£	2013 £	£	2012 £
<b>FIXED ASSETS</b>					
Tangible assets	10		1,761,292		1,766,938
<b>CURRENT ASSETS</b>					
Debtors	11	7,390		15,389	
Cash at bank & on short term deposits	12	259,120		164,895	
			<u>266,510</u>	<u>180,284</u>	
<b>CREDITORS: Amounts falling due within one year</b>	13	38,096		15,388	
			<u>228,414</u>	<u>164,896</u>	
<b>NET CURRENT ASSETS</b>			<u>1,989,706</u>	<u>1,931,834</u>	
<b>NET ASSETS</b>			<u><u>1,989,706</u></u>	<u><u>1,931,834</u></u>	
<b>RESERVES</b>					
Restricted funds	14		87,958		43,763
Unrestricted funds	15		151,748		138,071
Revaluation reserve	16		1,750,000		1,750,000
			<u>1,989,706</u>	<u>1,931,834</u>	

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Companies Act.

The Trustees acknowledge their responsibility for ensuring that:

- the company keeps accounting records which comply with sections 386 and 387 of the Act; and
- for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31<sup>st</sup> March 2013 and of its profit or loss for the financial year in accordance with the requirements of sections 394 & 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions for small charitable companies under Part 15 of the Companies Act 2006 (effective April 2008).

**M. ROBSON**

.....) Chair

**K.J. CHAPMAN**

.....) Hon. Treasurer

Approved by the Trustees on 11<sup>th</sup> September 2013

The notes on pages 15 – 20 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS**  
YEAR ENDED 31<sup>ST</sup> MARCH 2013

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities Statement of Recommended Practice (SORP) issued in March 2005, the Companies Act 2006 and applicable accounting standards. The principal policies, which have been applied consistently, are set out below.

Accounting Convention

The financial statements have been prepared under the historical cost convention, except for the Revaluation of the Freehold Property.

Incoming Resources

Donations and grants received are normally taken to income on the basis of cash received or the claim being submitted. All donations and grants received in the current accounting period have been credited to the current year's income, with the exception of donations totalling £15,000 which were received towards the end of the year. Rents receivable are accounted for on an accruals basis.

Resources Expended

Resources expended are accounted for as the expenditure is incurred and on an accruals basis.

Minibus

A minibus was donated by the Variety Club of Great Britain in May 2010, but not recognised in the accounts until 2012. Two years' depreciation was charged in the year ended 31<sup>st</sup> March 2012.

Depreciation

Depreciation is calculated so as to write off the cost of tangible fixed assets on a straight line basis over their expected useful lives as follows:

Minibus - 20% on cost

Freehold Property

The freehold property owned and occupied by the Charity at 108, Battersea High Street, London SW11 3HP, was bequeathed to the Katherine Low Settlement in 1924, but included in previous financial statements at a nominal value of £1. The freehold property was valued on an existing use basis by Foxtons Estate Agents at £1,750,000 on 31<sup>st</sup> March 2012.

It is the policy of the Katherine Low Settlement Limited to maintain the Property in good condition, so that, in the opinion of the Trustees, the charging of depreciation would be immaterial.

**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

1. ACCOUNTING POLICIES

Taxation

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

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Grants and donations made to the Young Carers Project and Love to Learn - Refugee Project are restricted to spending on those projects.

Cash Flow

As a small reporting entity the company is exempt from the requirement to produce a cash flow statement in accordance with Financial Reporting Standard 'Cash Flow Statements'.

2. EMPLOYEES	2013	2012
	£	£
The average number of people, as adjusted to take in part-time working employed by the company was as follows:		
Youth and Family Support	16	16
Administration	3	2
	<u>19</u>	<u>18</u>

3. STAFF COSTS	2013	2012
	£	£
Wages and salaries	231,070	213,576
National Insurance costs	16,350	15,110
	<u>247,420</u>	<u>228,686</u>

No employee earned in excess of £60,000 per annum and no Trustee received or waived any remuneration.

4. VOLUNTARY INCOME	2013	2013	2013	2012
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Donations	<u>28,735</u>	<u>8,198</u>	<u>36,933</u>	<u>61,723</u>

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

5. ACTIVITIES FOR GENERATING FUNDS 2013	2013 Unrestricted £	2013 Restricted £	2013 Total £	2012 Total £
Club subscriptions and canteen profit	4,300	1,050	5,350	3,405
Sundry income	3,775	992	4,767	3,371
	<u>8,075</u>	<u>2,042</u>	<u>10,117</u>	<u>6,776</u>
	<u><u>8,075</u></u>	<u><u>2,042</u></u>	<u><u>10,117</u></u>	<u><u>6,776</u></u>
6. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES	2013 Unrestricted £	2013 Restricted £	2013 Total £	2012 Total £
Grants receivable	23,113	276,068	299,181	166,368
Rental and room hire income	86,431	-	86,431	88,359
	<u>109,544</u>	<u>276,068</u>	<u>385,612</u>	<u>254,727</u>
	<u><u>109,544</u></u>	<u><u>276,068</u></u>	<u><u>385,612</u></u>	<u><u>254,727</u></u>
7. CHARITABLE ACTIVITIES	2013 Unrestricted £	2013 Restricted £	2013 Total £	2012 Total £
Welfare & Outgoings	4,491	40,622	45,113	37,579
Staff costs	93,295	166,669	259,964	228,686
Rent	-	9,620	9,620	-
Telephone and internet	3,281	3,152	6,433	5,435
Computer costs	740	3,222	3,962	-
Postage, printing & stationery	5,037	-	5,037	9,001
Consultancy fees	-	-	-	2,600
Repairs maintenance & renewals	17,008	294	17,302	23,245
Light and heat	10,627	-	10,627	10,493
Water and general rates	1,713	-	1,713	1,425
Insurance	5,834	-	5,834	6,077
Bank charges	441	344	785	400
Depreciation	-	5,646	5,646	11,291
	<u>142,467</u>	<u>229,569</u>	<u>372,036</u>	<u>336,232</u>
	<u><u>142,467</u></u>	<u><u>229,569</u></u>	<u><u>372,036</u></u>	<u><u>336,232</u></u>

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

8. GOVERNANCE COSTS	2013 Unrestricted £	2013 Restricted £	2013 Total £	2012 Total £
Independent Examiner's fee	3,000	-	3,000	2,280

9. RESERVE ON REVALUATION OF FREEHOLD PROPERTY

The property revaluation reserve of £1,750,000 arose as a result of the revaluation on 31<sup>st</sup> March 2012 of the Freehold Property owned by Katherine Low Settlement Limited.

10. TANGIBLE FIXED ASSETS	Freehold Property £	Furniture & equipment £	Minibus £	Total £
<u>Cost or Valuation</u>				
At 1 <sup>st</sup> April 2012 and at 31 <sup>st</sup> March 2013	1,750,000	1	28,228	1,778,229
<u>Depreciation</u>				
At 1 <sup>st</sup> April 2012	-	-	11,291	11,291
Charge for the year	-	-	5,646	5,646
At 31 <sup>st</sup> March 2013	-	-	16,937	16,937
<u>Net book value</u>				
At 31 <sup>st</sup> March 2013	1,750,000	1	11,291	1,761,292
At 31 <sup>st</sup> March 2012	1,750,000	1	16,937	1,766,938

11. DEBTORS	2013 £	2012 £
Sundry debtors	7,390	13,869
Prepaid expenses	-	1,520
	7,390	15,389

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

12. CASH AT BANK AND IN HAND	2013	2012
	£	£
Bank deposit account	120,000	110,000
Cash at bank and in hand	139,120	54,895
	<u>259,120</u>	<u>164,895</u>
	<u><u>259,120</u></u>	<u><u>164,895</u></u>
13. CREDITORS	2013	2012
	£	£
Income received in advance	15,000	-
Accrued expenditure	23,096	15,388
	<u>38,096</u>	<u>15,388</u>
	<u><u>38,096</u></u>	<u><u>15,388</u></u>
14. RESTRICTED FUNDS	2013	2012
	£	£
Young Carers Project	(3,171)	-
Love To Learn Project	37,382	26,826
Variety Club of Great Britain - Minibus	11,291	16,937
Chief Executive's Salary Fund (see note below)	42,456	-
	<u>87,958</u>	<u>43,763</u>
	<u><u>87,958</u></u>	<u><u>43,763</u></u>
<u>Chief Executive's Salary Fund</u>	2013	2012
	£	£
Grants received during the year:		
The Tudor Trust	40,000	-
The Wates Foundation	15,000	-
	<u>55,000</u>	<u>-</u>
Less: Expended during the year	12,544	-
	<u>42,456</u>	<u>-</u>
	<u><u>42,456</u></u>	<u><u>-</u></u>

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

15. UNRESTRICTED FUNDS	2013	2012
	£	£
Balance at 1 <sup>st</sup> April 2012	138,071	137,575
Net movement in year	13,677	496
	<u>151,748</u>	<u>138,071</u>
Balance at 31 <sup>st</sup> March 2013	<u><u>151,748</u></u>	<u><u>138,071</u></u>
16. REVALUATION RESERVE	2013	2012
	£	£
Balance at 1 <sup>st</sup> April 2012	1,750,000	-
Revaluation surplus during the year	-	1,750,000
	<u>1,750,000</u>	<u>1,750,000</u>
Balance at 31 <sup>st</sup> March 2013	<u><u>1,750,000</u></u>	<u><u>1,750,000</u></u>

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

**RESTRICTED FUND – WANDSWORTH YOUNG CARERS PROJECT**

	2013	2012
£	£	£
<b>Incoming Resources</b>		
Grants	62,881	65,356
Donations	7,095	10,973
Sundry Income	1,037	1,390
	<hr/>	<hr/>
	71,013	77,719
<b>Resources Expended</b>		
Charitable expenditure:		
Welfare and outgoings	13,253	10,043
Salaries	52,629	54,031
Management fee to Katherine Low Settlement	-	6,034
	<hr/>	<hr/>
	(65,882)	(70,108)
Establishment costs:		
Rent	(5,000)	(5,000)
Management and administration:		
Telephone and internet	1,791	1,705
Postage, printing, computer and stationery	1,357	735
Bank charges	154	171
	<hr/>	<hr/>
	(3,302)	(2,611)
	<hr/>	<hr/>
DEFICIT FOR THE YEAR	(3,171)	-
	<hr/> <hr/>	<hr/> <hr/>
MOVEMENT IN FUNDS FOR THE YEAR		
Fund balance at 1st April 2012	-	-
Deficit for the year	(3,171)	-
	<hr/>	<hr/>
Fund Balance at 31st March 2013	(3,171)	-
	<hr/> <hr/>	<hr/> <hr/>
<b>Note 1 - Grants</b>		
Wandsworth Borough Council	62,461	60,336
Help a London Child	-	2,885
Sir Walter St. John's Educational Charity	-	1,000
Graveney School	-	835
South London Relief & Sickness Fund	420	300
	<hr/>	<hr/>
	62,881	65,356
	<hr/> <hr/>	<hr/> <hr/>

**Note 2 – Future Developments**

With effect from 1<sup>st</sup> May 2013 the 'Young Carers Project' was transferred to another agency.

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013

**RESTRICTED FUND – LOVE TO LEARN (formerly Refugee Home School Support Project)**

	2013	2012
	£	£
<b>Incoming Resources</b>		
Grants	158,187	95,696
Donations	1,103	3,113
Sundry income	1,005	1,118
	<hr/>	<hr/>
	160,295	99,927
<b>Resources Expended</b>		
Charitable expenditure:		
Welfare and outgoings	27,369	14,284
Salaries	114,040	100,606
Management fee	-	10,143
	<hr/>	<hr/>
	(141,409)	(125,033)
Establishment costs:		
Rent	4,620	3,785
Repairs	294	233
	<hr/>	<hr/>
	(4,914)	(4,018)
Management and administration:		
Telephone	1,361	1,255
Bank charges	190	178
Printing, postage, computer and stationery	1,865	1,767
	<hr/>	<hr/>
	(3,416)	(3,200)
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	<hr/> <hr/>	<hr/> <hr/>
	10,556	(32,324)
<b>MOVEMENT IN FUNDS FOR THE YEAR</b>		
Fund Balance at 1st April 2012	26,826	59,150
Surplus/(Deficit) for the year	10,556	(32,324)
	<hr/>	<hr/>
Fund Balance at 31st March 2013	<hr/> <hr/>	<hr/> <hr/>
	37,382	26,826
<b>Note 1 - Grants</b>		
BBC Children in Need	43,125	15,638
Big Lottery Fund	61,838	41,158
WBC Cultural Wealth Fund	1,000	-
Lloyds TSB Foundation	-	6,000
Sir Walter St John's Educational Charity	29,724	32,400
Trust for London	22,500	-
Other grants	-	500
	<hr/>	<hr/>
	158,187	95,696
	<hr/> <hr/>	<hr/> <hr/>