

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



ANNUAL REPORT AND ACCOUNTS
OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2014

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REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1081248
Registered Company Number 03814833

Registered Office Katherine Low Settlement
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President Reverend John Wates, J.P., M.A., O.B.E.

Vice President Jennifer Anderson

Trustees

Margaret Robson	Chairperson
Simona Batakyte	Hon Treasurer (Appointed 2 nd October 2013) (Resigned 11 th September 2013)
Elaine Arnold	
Rev. Canon Simon Butler	
Keith Chapman	(Resigned 2 nd October 2013)
Senia Dedic	
Lucy Elphinstone	
Claire Newman	
Jenny Syddall	(Appointed 2 nd October 2013)
Ben Thomas	(Appointed 2 nd October 2013)
Geoff Thomas	
Alison Wintgens	(Resigned 2 nd September 2013)

Chief Executive Aaron Barbour

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

Independent Examiner Rajesh Amin F.C.A.
BDA Associates Ltd
Annecy Court, Ferry Works, Summer Road,
Thames Ditton, Surrey KT7 0QJ

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

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014

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 31st March 2014. 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 and Wandsworth to tackle poverty and build stronger communities 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. In addition to an excellent staff team, the work is supported by more than 130 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. Also 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.
- 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.

We run a range of our own community projects to support children and their families, older people, newly-arrived communities, and in the future with unemployed people. We also invite other charities and community groups to operate out of our premises – so together we can meet the diverse needs of the local communities of Wandsworth.

Activities and Achievements 2013/14

Katherine Low Settlement has had another busy year focusing on:

1. Katherine Low Settlement becoming more 'Community Wise'

Any new strategy needs to be informed and built upon a firm evidence base. To do this we went about becoming more 'Community Wise' by developing an understanding of where people and local communities of Battersea are currently at, what they want and need, and what we as an organisation might do to support them.

Over spring 2013 we conducted desk research into local data sets and reports to get a statistical understanding of Battersea (SW11 and SW8 including the wards of Queenstown, St. Mary's and Latchmere). We then recruited and trained 25 local people who in turn went out and interviewed 436 local people and organisations.

The research gave us a good insight into local people's lives – their dreams for the future, the barriers and problems they currently face and importantly their ideas for change. The principal findings were that the people of Battersea want to work and set up their own businesses. To achieve this they recognised that they must improve their skills through training and that they must have somewhere safe and affordable for their children to go to whilst they do so. Local residents also want an increased sense of community. They want more local friendships and relationships and positive activities that will bring them together. Importantly local people said that Katherine Low Settlement can play a pivotal part in making all this happen.

We've used our Community Wise research to inform our new three year strategy and plan.

Download a copy of the 'Community Wise' report: www.klsettlement.org.uk

2. Developing and agreeing a new three-year strategy and plan

This year we developed a new three-strategy and business plan to give us greater clarity and focus to continue tackling poverty and building stronger communities.

Katherine Low Settlement’s key strategic priorities for the next three years are to:

- 1) Grow our services
- 2) Improve our community centre
- 3) Build stronger communities & campaign
- 4) Celebrate our 90th Birthday



To deliver this strategy KLS’ business model is to:

- a) Identify and develop services that meet local needs and address KLS’ charitable purposes, principally in Battersea, London Borough of Wandsworth.
- b) Open our community centre for other local charities and community groups to rent office space and/or hire rooms to run their own services for the benefit of local residents.
- c) Build stronger communities & campaign by working together with other voluntary and statutory organisations and community networks.

Our new strategy commits us to to achieve the following outcomes:

Strategic Priority	Outcomes
Grow our existing service: Older and vulnerable people	Encourage active and independent living. Reduce isolation and loneliness. Enable older residents to become dynamic and contributing members of the Wandsworth community.
Grow our existing service: Newly-arrived migrant and refugee communities, including our Love To Learn project.	Increase in educational achievement. Increased knowledge and ability to navigate UK systems. Ability to secure and sustain in employment. Improve mental health.
Grow a new service: Supporting people through employment & training	Secure and sustain in employment. Attain new and appropriate skills and qualifications.

<p>Improve our Community Centre</p>	<p>Ensure 108 Battersea High Street is a high-quality community facility.</p> <p>Maintain full occupancy rate for office hire.</p> <p>Increase occupancy levels for room hire.</p> <p>Increase access by installing a lift.</p>
<p>Build Stronger Communities & Campaigning</p>	<p>Contribute to building stronger organisations and infrastructure within Battersea.</p> <p>Give a campaigning ‘voice for battersea’.</p>
<p>Celebrate our 90th Birthday</p>	<p>Ensure key members, supporters and the wider community feel more closely involved with KLS and our 90th birthday celebrations.</p> <p>Raise the profile of the Settlement.</p> <p>Raise specific funding to make the building more accessible by installing a lift.</p>

Throughout these services we seek to embed a sense of community that people want through positive activities, increasing health and well-being and using creative arts as a means to achieve these. This will enable us to respond to the wide needs of local communities as identified in our ‘Community Wise’ research.

What follows is more detail into how the Settlement worked towards achieving its new strategic priorities:

3. Continuing to deliver our own services

In 2013/14 we set about growing and developing our current services with older people and newly-arrived communities. Highlights include:

a) Older and Vulnerable People

“For me Katherine Low is a life saver. Lovely hot dinners Wednesday and Thursday, I’m collected from home by Dial-a-Ride and then taken home again after lunch. You always receive a great welcome.”
(Ann, a Lunch Club member)

Katherine Low Settlement has worked with older people since its conception in 1924. They are a core part of the community that we continue to work with. We work with older people to achieve the following outcomes: encourage active and independent living; reduce isolation and loneliness; improve well-being and prevent ill-health; and enable older residents to become dynamic and contributing members of the Wandsworth community.

Case Study – KLS’ Seldom Heard Project

In 2013/14 KLS secured NHS ‘Seldom Heard’ funding to conduct research with local older people to improve management of long-term health conditions; as well as give older people a voice by them actively participating in shaping improvements to the delivery of their local healthcare services. The main findings, from the 104 interviews, was a need to improve GPs booking appointment system, and for better co-ordinated ‘discharge’ and ‘after care’ support. A delegation was supported to present these findings and recommendations to the Wandsworth Health and Well Being Board, Wandsworth CCG and Thinking Partners Group. KLS continues to work with operations staff to implement the recommendations.

Achievements and Performance

This year we set about revitalising our older people’s work as many of our older members had died or moved into care homes – too frail to take part in our activities anymore, though we continue through outreach work to support them.

We have recruited new members and responding to their suggestions and ideas and together developed a more comprehensive programme. Such is the Katherine Low community development and co-production approach to its work, so ensuring that we are truly providing services that people actually want and value.

We continued to run our Pensioners Lunch Club, set up an Intergenerational Sewing Group particularly targeting Somali Elders, and arranged several trips and outings to the seaside, museums, galleries and parks. Our partnership work with Shared Heritage on the Harmony Project was a real highlight, as was the Masquerade Ball dance project with the Victoria & Albert Museum. We continued to work with the Clapham Community Pottery Project, supported the Contact Club and Little Club, and hosted 20+ pupils from Thomas’ Battersea School who volunteer with our older people every summer term. We developed opportunities for user involvement in strategic discussions about local health services with NHS Wandsworth / Wandsworth Clinical Commissioning Group and other agencies.

Over the year we worked with: 43 Contact Club / Little Club members; 17 Somali Elders (through our exercise and sewing classes); 4 people attend a monthly Mental Health Carers Group; 23 attended the Pensioners Lunch Club; 10 danced weekly with our Royal Academy of Dance tutor; 12 Line Danced; 8 attended Yoga; and 12 attended T’ai Chi for Elders.

Outcomes

Our older people have demonstrated great positivity and wellbeing throughout the year with their increased social interaction and friendships with the Settlement and amongst their own peers. This helps to reduce their isolation and increases their network of support and companionship. Their confidence has increased as they take every opportunity to try new things that they’ve said previously they wouldn’t do, and they take part in our fun (and new) activities, despite increasing fragility, memory loss and bereavement.

Many of them are eager to take the initiative and perform and put on dance, singing and comedy shows to our members, as well as church groups and to residents in local care homes. Their creativity and talents shine through, giving pleasure to others whilst increasing their own sense of worth and boosting their confidence. Finally, their insights and suggestions through

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the Community Wise research were spot on and have helped us tailor and grow our elder's programme accordingly.

b) Newly-arrived communities (principally through our Love to Learn project)

"I referred a client to Love to Learn for advocacy support for an exclusion meeting. She felt empowered having support in the meeting, she told me it really helped and since that meeting her son's behaviour has improved. Love to Learn also put two of our clients in touch with a housing solicitor." (Springfield Community Flat/Refugee Youth Project Staff, 2014)

Love to Learn is a project of Katherine Low Settlement that has been working to support the learning of young people and their families from refugee backgrounds in the London Borough of Wandsworth (with a focus on Battersea) since 2004. Love to Learn works with approximately 200 refugee children and young people each year, and has built strong relationships with more than 150 refugee 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.

Love to Learn aims to maximise the potential of refugee young people by: raising educational achievement; increasing confidence and understanding of school; promoting integration, rights, and access to services; and combining learning support with positive activities for self-development. The project now employs 9 p/t staff and works in partnership with schools, refugee organisations, advice agencies and community groups.

Case Study – Love to Learn Wednesday Club

"I think you should always have a club like Wednesday Club because it helps us to learn and do our homework. My mum comes here too and she lets me go on trips here. She likes my home teacher [mentor], she was worried about the tests. [SATs]."

(Young refugee, year 5, 2014)

Now in its ninth year, Wednesday Club is our weekly in-house homework & activities club where we aim to support learning, confidence and well-being in a fun and active environment. We currently have 46 children and young people, aged 5-15, who attend each week. The club runs with the amazing support of around 10 regular volunteers who help children with their homework and lead and assist with craft and activity sessions.

Achievements and performance of Love to Learn's Reaching Communities programme

- 144 refugee families have received advice and support enabling them to understand and engage with their children's learning
- 163 refugee children and young people have benefitted from educational support (this figure does not include numerous siblings who will benefit indirectly e.g. from better home learning environment etc.)
- 93 new referrals have been supported this year
- 9 schools (4 secondary; 5 primary) have worked with Love to Learn in partnership with 30 (approx.) teaching staff have received training or seen presentations on issues facing refugee families at school (including INSET training, EMA Network meetings)

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- 32 children have been supported to find appropriate school places
- 14 trips, holiday activities and residentials have been organised for young people and families
- 59 mentoring relationships have been in place for 3m or longer
- 82 volunteers have received induction and training on refugee issues, safeguarding, cultural understanding
- 103 refugee parents have received supported referrals to relevant services (e.g. ESOL, employment support, housing, immigration, etc.)
- 36 parents have attended learning events/ESOL for Education workshops to improve their ability to engage with children's schooling
- 62 parents attended 3 workshops on welfare reform
- 18 young refugees attended workshops on post-16 education advice
- A new IT youth hub was opened with support from Microsoft
- A new website was launched, please visit: www.love-to-learn.org.uk; and Facebook and Twitter accounts have been set up and maintained
- A campaign was run to raise awareness of policy-makers of the impact of the new benefit cap on local refugee families and support families to challenge housing decisions
- Existing and new funders have committed to supporting our work – thank you

Outcomes

Love To Learn's most recent independent evaluation report (2013/14) demonstrates clearly that our services are both needed and effective in meeting our objectives:

- 34 mentees were interviewed: 85% agreed or agreed strongly that mentoring improved their confidence and helped them to do better at school. *'I didn't think it was important to do my homework before, now I always get it done on time.'* (Love to Learn mentee).
- 14 Wandsworth teachers (including 4 Heads) were interviewed: 100% agreed strongly that our services were needed and made a difference to children's achievement at school. *'Parents from these (refugee) families find it difficult to communicate with school because they do not speak English or understand how school works here. We do not have time or resources to do lots of home visits – that's why your work is so important.'* (Teacher)
- 15 refugee parents attended a focus group: 100% agreed strongly that our homework club and mentoring were needed and improved their children's confidence and learning. *'I cannot help my children with homework and school is very different here. I missed so much of my school because of the war in my country – we need this for our children because we can't speak English.'* (Somali mum).
- 32 young people attending club completed questionnaires: 96% agreed or agreed strongly that our support helped them feel more confident and do better at school.

4. Improving KLS' Community Centre

We spent much of 2013/14 improving our Community Centre at 108 Battersea High Street to ensure it is a high-quality community facility for local residents. A full schedule of works was drawn up and is being carried out over the coming three years. This will include installing a lift for people to access our 2nd and 3rd floor activity rooms.

We invite other charities and community groups to operate out of our premises – so together we can meet the diverse needs of the local communities of Wandsworth. This involves renting office space, and renting activity rooms so they can provide activities and services.

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a) Office Space

During 2013/14 we reached full occupancy for our rented office space. This included converting our former live-in caretaker's (Bob Clemence) flat into an office.

Our Tenants in 2013/14 included:

- Challenger Troop
- Childcare & Business Consultancy Services (CBC Services)
- South West London Law Centre
- Wandsworth Citizens Advice Bureaux
- Wandsworth Young Carers Project (run by Family Action)

We were also pleased to have re-opened the Crèche (our ex-Sure Start crèche), which the Council closed on 26th March 2013. The Railway Children Nursery and Play Group opened on 1st September 2013 with our charity partner, CBC Services.

b) Room Hire for Activities

"The room is a lovely big space. The centre is very friendly, serving the local community well."

(Hannah, Royal Academy of Dance tutor who is running a 12 month dance group)

We have increased occupancy levels to 53% (February 2014) for the rooms we make available for other charities and community groups to deliver their own activities and services within 108 Battersea High Street. We have worked with the following regular partners in 2013/14 (there were also a number of other one-off bookings):

- Act Too / Baked Bean Theatre Company
- Alzheimer's Society 'Singing for the Brain'
- BME IAPT (NHS' Mental Health Support Services)
- Buna Kazoku Karate Club
- Catechism classes
- Caterpillar Music
- Church of the Restoration / Battle Axe ministry
- EACH Counselling & Support
- ESOL classes, in partnership with South Thames College and St Mary's Church Battersea
- FlexiFit
- Generate's Thursday Club (closed this year after 40 years with KLS)
- Gold & Silver Players drama group
- HartBeeps
- Jehevoh Jireh Pentecostal Apostolic Assembly
- Karate with WOW Mums
- Line Dancing
- Mama Low's Kitchen with Soundminds
- Mental Health Carers Support Group
- Pilates
- Pregnancy Yoga
- Royal Academy of Dance – Dance for Life project with our elder's group
- Spotlight Jazz Dance
- SW London Power Yoga
- South London T'ai Chi
- The Counselling Service

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- The Elays Network
- The Little Club / The Contact Club
- The Rainbow Art Club (closed this year after 30+ years with KLS)
- The Redeemed Christian Church of God / Beautiful Gate Battersea
- Wandsworth Borough Council's Youth Work
- Wandsworth Young Carers Project with Family Action
- WOW Mums
- Yoga

Hire a Room at KLS

Hire our space whatever the occasion be that birthdays, conferences, meetings, training or parties. We can accommodate small and large groups up to 100 people, in one of our 5 rooms + kitchen to hire. We're open 7 days a week and are easy to reach with good transport links. We have catering, wifi & IT facilities, equipment galore and disabled access – for one-off bookings, weekly classes, long-term bookings – all are welcome. We are the perfect venue to hire for all type of events and meetings, so please get in touch, as we're here to help.

To **hire a room** please contact:

Tracy Frostick

020 7223 2845

Administration & Premises Manager

tracy@klsettlement.org.uk

Katherine Low Settlement

www.klsettlement.org.uk

5. Building Stronger Communities & Campaigning

We continued our community building and campaigning work. This involves building relationships, networking, contributing to community initiatives, supporting other charities and community groups, collaborative work with other agencies, and bringing different peoples and communities together. We have focus principally on:

- Older People's Forum and Network
- Wandsworth Clinical Commission Group Patient Participation & Involvement
- Wandsworth Healthwatch
- Battersea Community Forum (we took over the chair)
- Big Local SW11 (we served on their advisory group)
- Refugee and Migrants Advisory Group (which we established this year)

This work brings about stronger organisations and infrastructure within Battersea, and give a campaigning 'voice for battersea', which together builds a stronger, more supportive and cohesive local community.

Case study – Campaigning about the effects of the Benefits Cap

Our Love To Learn project has focused on the effects of the Benefits Cap on local refugee families. We organised practical advice sessions for parents at High View and Burntwood schools, whilst lobbying local councillors and MPs. During the year we met with Paul Ellis, Head of Housing at Wandsworth Council, officers and local councillors; and met with the Shadow Housing Minister, Emma Reynolds MP amongst others, for them to consider measures to support single parents and constituents with significant barriers to gaining employment, such as refugees with language barriers, which would enable them to get off benefits. We presented evidence-based policy solutions and organised community representatives to speak about their experiences of the Cap, the shortfall of temporary accommodation and the shortage of ESOL courses. We continue to push for change.

6. Celebrating Katherine Low Settlement's 90th birthday

Katherine Low Settlement is 90 this year, having been officially opened on 17th May 1924 by HRH Duchess of York. We were named in memory of Katherine Low. Katie (as she was known) was a rich and active philanthropist mainly with the United School Girls Mission. Upon her death in 1923 her friends, influenced by Booth's poverty maps, decided that Battersea was an area in need of support, and so established the Settlement, building on charitable work that has been going on in our centre since 1882. We plan to publish our history later in 2014.

We are celebrating with key members, supporters and the wider community throughout 2014, which in turn will enable us to develop stronger relationships with local people and organisations, raise our profile, and raise funding to make the building more accessible.

To kick off our 90th birthday celebrations we hosted a Volunteers Award evening on 23rd January 2014. The Mayor of Wandsworth, Cllr Angela Graham, presented 139 Wandsworth Volunteer Pins, and placed them on the borough's 'Roll of Honour for Volunteering', in recognition and thanks of our volunteer's massive contribution to building stronger communities in Battersea and Wandsworth. There are a number of further celebration events planned throughout the year (see below). Do come and join us.

FINANCIAL REVIEW

Katherine Low Settlement made a surplus of £13,472 (prior year comparative is £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 BBC Children in Need, Big Lottery Fund, Chances Charity (part of Lifetimes Charity), The Feathers Association, Sir Walter St. John's Educational Trust, Trust for London, The Tudor Trust, Wandsworth Borough Council, Wandsworth Community Fund (c/o London Community Foundation), the Wates Foundation, the Worshipful Company of Needle-makers and some generous anonymous donations – for all of which we are very grateful.

The Settlement receives donations from many people and organisations all of which are vital for its ongoing work. Thank you. We really appreciate your support. We would like to thank Thomas's Battersea School and Francis Holland School for their continuing support.

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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 2013/14 these rents amounted to £118,700, a significant increase from last 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.

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.

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

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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 31st March 2014 together with the budget, income and expenditure, cash flow and investments, for the period April 2014 to March 2015 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 2014/15

2014/15 is another exciting year for Katherine Low Settlement. It is focusing on two areas:

1. Implementing the Settlement's new three year strategy and plan

This will include growing our existing services with older people and newly-arrived communities, and developing a new service to get unemployed people into work and/or training and education.

As we grow our services we will need to recruit new staff and volunteers, including a new apprentice reception and business administrator, alongside our continued infrastructure development.

We will be rolling out our new income generation strategy which will include two new areas of fundraising: wills/legacies and major donors. We will also concentrate our efforts on raising sufficient funds for a new lift to increase accessibility and general improvement of the building.

A new communications strategy and plan includes a new website, increased media work and a brand review.

2. Celebrating Katherine Low Settlement's 90th birthday

Whilst the main focus of our birthday celebration will be through our growth and development of new projects and services, we will be throwing the odd party or two. These celebration events include the following:

- Easter Egg Hunt on 14th April
- Battersea Question Time, a political husting on 1st May in time for local elections
- 90th Birthday Party, our official birthday on 17th May
- Pump House Gallery exhibition, opening night on 25th June
- Annual General Meeting (AGM) + Party on 1st October
- Christmas Party in December

APPROVAL OF ANNUAL REPORT

This report was approved by the Trustees on 24th September 2014 and signed on their behalf.

Margaret Robson

MARGARET ROBSON
Chair of Trustees

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

I report on the accounts for the year ended 31st March 2014.

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 BDA Associates Ltd

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

24th September 2014

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2014**

		Unrestricted Funds 2014	Restricted Funds 2014	Total 2014	Total 2013
	Notes	£	£	£	£
Incoming Resources					
Incoming resources from generated funds					
Voluntary Income:					
Donations	4	50,532	21,312	71,844	36,933
Activities for generating funds	5	4,512	1,934	6,446	10,117
Investment income		-	-	-	-
Bank interest received		2,690	21	2,711	246
Incoming resources from charitable activities	6	138,448	222,335	360,783	385,612
Total Incoming Resources		<u>196,182</u>	<u>245,602</u>	<u>441,784</u>	<u>432,908</u>
Resources Expended					
Charitable activities	7	179,710	222,047	401,757	372,036
Governance costs	8	3,000	-	3,000	3,000
Total Resources Expended		<u>182,710</u>	<u>222,047</u>	<u>404,757</u>	<u>375,036</u>
Net (outgoing)/incoming resources before transfers		13,472	23,555	37,027	57,872
Transfers					
Gross transfers between funds	14	-	-	-	-
Income surplus/(deficit) for the year		<u>13,472</u>	<u>23,555</u>	<u>37,027</u>	<u>57,872</u>
Balance at 1 st April 2013		151,748	87,958	239,706	181,834
Balance at 31 st March 2014		<u>165,220</u>	<u>111,513</u>	<u>276,733</u>	<u>239,706</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 21 - 28 form part of these financial statements.

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014

BALANCE SHEET
31ST MARCH 2014

	Notes	£	2014 £	£	2013 £
FIXED ASSETS					
Tangible assets	10		1,755,646		1,761,292
CURRENT ASSETS					
Debtors	11	19,204		7,390	
Cash at bank & on short term deposits	12	269,456		259,120	
			<u>288,660</u>	<u>266,510</u>	
CREDITORS: Amounts falling due within one year	13	17,573		38,096	
NET CURRENT ASSETS			271,087		228,414
NET ASSETS			<u>2,026,733</u>		<u>1,989,706</u>
RESERVES					
Restricted funds	14		111,513		87,958
Unrestricted funds	15		165,220		151,748
Revaluation reserve	16		1,750,000		1,750,000
			<u>2,026,733</u>		<u>1,989,706</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 31st March 2014 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).

Margaret Robson

Simona Batakyte

Margaret Robson
Chair of Trustees

Simona Batakyte
Hon. Treasurer

Approved by the Trustees on 24th September 2014

The notes on pages 21 - 28 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31ST MARCH 2014

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. 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 31st March 2012, with annual charge applied each year thereafter.

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 31st March 2012.

It is the policy of 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 (continued)

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	2014	2013
	£	£
The average number of people, as adjusted to take in part-time working employed by the company was as follows:		
Youth and Family Support	18	16
Administration	3	2
	<u>21</u>	<u>18</u>
	<u><u>21</u></u>	<u><u>18</u></u>
3. STAFF COSTS	2014	2013
	£	£
Wages and salaries	248,897	231,070
National Insurance costs	19,013	16,350
	<u>267,910</u>	<u>247,420</u>
	<u><u>267,910</u></u>	<u><u>247,420</u></u>

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

4. VOLUNTARY INCOME	2014	2014	2014	2013
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Donations	50,532	21,312	71,844	36,933
	<u>50,532</u>	<u>21,312</u>	<u>71,844</u>	<u>36,933</u>
	<u><u>50,532</u></u>	<u><u>21,312</u></u>	<u><u>71,844</u></u>	<u><u>36,933</u></u>

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

5. ACTIVITIES FOR GENERATING FUNDS	2014 Unrestricted £	2014 Restricted £	2014 Total £	2013 Total £
Club subscriptions and canteen profit	-	-	-	5,350
Sundry income	4,512	1,934	6,446	4,767
	<u>4,512</u>	<u>1,934</u>	<u>6,446</u>	<u>10,117</u>

6. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES	2014 Unrestricted £	2014 Restricted £	2014 Total £	2013 Total £
Grants receivable	19,748	222,335	242,083	299,181
Rental and room hire income	118,700	-	118,700	86,431
	<u>138,448</u>	<u>222,335</u>	<u>360,783</u>	<u>385,612</u>

7. CHARITABLE ACTIVITIES	2014 Unrestricted £	2014 Restricted £	2014 Total £	2013 Total £
Welfare & Outgoings	17,968	21,077	39,045	45,113
Staff costs	88,156	175,862	264,018	259,964
Rent	-	14,589	14,589	9,620
Telephone and internet	2,919	832	3,751	6,433
Computer costs	5,921	1,989	7,910	3,962
Postage, printing & stationery	6,630	1,248	7,878	5,037
Repairs maintenance & renewals	36,563	639	37,202	17,302
Light and heat	10,128	-	10,128	10,627
Water and general rates	1,636	-	1,636	1,713
Insurance	9,425	-	9,425	5,834
Bank charges	364	165	529	785
Depreciation	-	5,646	5,646	5,646
	<u>179,710</u>	<u>222,047</u>	<u>401,757</u>	<u>372,036</u>

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014

NOTES TO THE FINANCIAL STATEMENTS

(continued)

8. GOVERNANCE COSTS	2014 Unrestricted £	2014 Restricted £	2014 Total £	2013 Total £
Independent Examiner's fee	3,000	-	3,000	3,000

9. RESERVE ON REVALUATION OF FREEHOLD PROPERTY

The property revaluation reserve of £1,750,000 arose as a result of the revaluation on 31st 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 st April 2013 and at 31 st March 2014	1,750,000	1	28,228	1,778,229
<u>Depreciation</u>				
At 1 st April 2013	-	-	16,937	11,291
Charge for the year	-	-	5,646	5,646
At 31 st March 2014	-	-	22,583	16,937
<u>Net book value</u>				
At 31 st March 2014	1,750,000	1	5,645	1,755,646
At 31 st March 2013	1,750,000	1	11,291	1,761,292

11. DEBTORS	2014 £	2013 £
Customers	17,354	7,390
Sundry debtors	661	-
Prepaid expenses	1,189	-
	19,204	7,390

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014**NOTES TO THE FINANCIAL STATEMENTS**

(continued)

12. CASH AT BANK AND IN HAND	2014	2013
	£	£
Bank deposit account	30,000	120,000
Cash at bank and in hand	239,456	139,120
	<u>269,456</u>	<u>259,120</u>
	<u><u>269,456</u></u>	<u><u>259,120</u></u>
13. CREDITORS	2014	2013
	£	£
Suppliers	2,129	-
Income received in advance	2,450	15,000
Accrued expenditure	12,994	23,096
	<u>17,573</u>	<u>38,096</u>
	<u><u>17,573</u></u>	<u><u>38,096</u></u>
14. RESTRICTED FUNDS	2014	2013
	£	£
Young Carers Project	(4,398)	(3,171)
Love To Learn Project	72,958	37,382
Variety Club of Great Britain - Minibus	5,645	11,291
Chief Executive's Salary Fund (see note below)	37,308	42,456
	<u>111,513</u>	<u>87,958</u>
	<u><u>111,513</u></u>	<u><u>87,958</u></u>
<u>Chief Executive's Salary Fund</u>	2014	2013
	£	£
Reserves at 1 st April	42,456	-
Grants received during the year:		
The Tudor Trust	35,000	40,000
The Wates Foundation	10,000	15,000
	<u>45,000</u>	<u>55,000</u>
Less: Expended during the year	50,148	12,544
	<u>37,308</u>	<u>42,456</u>
Balance at 31 st March	<u><u>37,308</u></u>	<u><u>42,456</u></u>

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014

NOTES TO THE FINANCIAL STATEMENTS
(continued)

14. RESTRICTED FUNDS (continued)

<u>Young Carers Project</u>	2014	2013
	£	£
Reserves at 1 st April	(3,171)	-
Less: net deficit for the year	1,227	3,171
	<u> </u>	<u> </u>
Balance at 31 st March	<u><u>(4,398)</u></u>	<u><u>(3,171)</u></u>

15. UNRESTRICTED FUNDS

	2014	2013
	£	£
Balance at 1 st April	151,748	138,071
Net movement in year	13,472	13,677
	<u> </u>	<u> </u>
Balance at 31 st March	<u><u>165,220</u></u>	<u><u>151,748</u></u>

16. REVALUATION RESERVE

	2014	2013
	£	£
Balance at 1 st April	1,750,000	1,750,000
Revaluation surplus during the year	-	-
	<u> </u>	<u> </u>
Balance at 31 st March	<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 31ST MARCH 2014

RESTRICTED FUND – WANDSWORTH YOUNG CARERS PROJECT

	2014	2013
	£	£
Incoming Resources		
Grants	5,028	62,881
Donations	2,862	7,095
Sundry Income	-	1,037
	<u>7,890</u>	<u>71,013</u>
Resources Expended		
Charitable expenditure:		
Welfare and outgoings	4,798	13,253
Salaries	4,134	52,629
	<u>(8,932)</u>	<u>(65,882)</u>
Establishment costs:		
Rent	-	(5,000)
Management and administration:		
Telephone and internet	107	1,791
Postage, printing, computer and stationery	40	1,357
Bank charges	38	154
	<u>(185)</u>	<u>(3,302)</u>
DEFICIT FOR THE YEAR	<u><u>(1,227)</u></u>	<u><u>(3,171)</u></u>
MOVEMENT IN FUNDS FOR THE YEAR		
Fund balance at 1st April	(3,171)	-
Deficit for the year	(1,227)	(3,171)
Fund Balance at 31st March	<u><u>(4,398)</u></u>	<u><u>(3,171)</u></u>

Note: Wandsworth Young Carers Project transferred to Family Action on 1st May 2013.

KATHERINE LOW SETTLEMENT LIMITED

ANNUAL REPORT AND ACCOUNTS OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2014

RESTRICTED FUND – LOVE TO LEARN

	2014 £	2013 £
Incoming Resources		
Grants	172,305	158,187
Donations	18,450	1,103
Sundry income	1,954	1,005
	<hr/>	<hr/>
	192,709	160,295
Resources Expended		
Charitable expenditure:		
Welfare and outgoings	17,893	27,369
Salaries	119,966	114,040
Management fee	-	-
	<hr/>	<hr/>
	(137,859)	(141,409)
Establishment costs:		
Rent	14,589	4,620
Repairs	639	294
	<hr/>	<hr/>
	(15,228)	(4,914)
Management and administration:		
Telephone	725	1,361
Bank charges	127	190
Printing, postage, computer and stationery	3,197	1,865
	<hr/>	<hr/>
	(4,049)	(3,416)
 SURPLUS/(DEFICIT) FOR THE YEAR	 35,576	 10,556
 MOVEMENT IN FUNDS FOR THE YEAR		
Fund Balance at 1st April	37,382	26,826
Surplus/(Deficit) for the year	35,576	10,556
	<hr/>	<hr/>
Fund Balance at 31st March 2013	72,958	37,382
	<hr/> <hr/>	<hr/> <hr/>
 <u>Note 1 - Grants</u>		
BBC Children in Need	12,870	43,125
Big Lottery Fund	104,516	61,838
WBC Cultural Wealth Fund	1,886	1,000
Sir Walter St John's Educational Charity	38,035	29,724
Trust for London	7,500	22,500
	<hr/>	<hr/>
	172,307	158,187