

CHARITY NUMBER: 1072773

HARROW HERITAGE TRUST
TRUSTEES' ANNUAL REPORT AND
ACCOUNTS

FOR THE YEAR ENDED

31 MARCH 2021

HARROW HERITAGE TRUST
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

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Trustees' Annual Report for the period

From April 1, 2020 Period start date
To March 31, 2021 Period end date

Charity name: Harrow Heritage Trust

Charity registration number: 1072772

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To secure the protection, preservation, restoration and improvement of the character and amenities of the London Borough of Harrow for the benefit and enjoyment of the public generally and especially the inhabitants of the Borough, and to promote the preservation of land and buildings of beauty or historic interest as well as areas of ecological or other specific or environmental importance within the Borough and to promote schemes and awards to assist the attainment of these objectives
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	-Ancient monument (SAM) No 120 Linear Earthworks: maintenance & preservation -Maintain Old Dairy historic building – Wood Farm overlook -Advise on repairs to historic built environment -Education of the next generation: Nurture Nature Enthusiasm (NNE) grant activities (Online & in Person) -Emplacement of 2 x Brown Information Plaques on Historic sites in LBH -Running 3 x practical work sessions in LBH nature reserves a week using volunteers (when COVID restrictions allowed) -Keeping the charity operational during COVID19 Lockdown -Distributed +1000 free nature and historic walks in Harrow leaflets and HHT membership leaflets. -Contributed to a project which encouraged young people to feel connected to their area which is undergoing renovation.
Statement confirming whether the trustees have had regard to the guidance	Para 1.18	The Trustees have considered the provisions of the Charities Act 2011 with regard to the

issued by the Charity Commission on public benefit		public benefit requirement. They are satisfied that the Trust, through its aims and objectives, meets this requirement, in particular with regard to the advancement of the arts, heritage, architecture, and of environmental protection or improvement. Beneficiaries comprise members of the public in almost all cases without the need for any charges or payment.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grants for repairs to historic buildings cover repairs in keeping with the original design and materials. Generally, will be awarded 10% the quoted costs for repair. Will be disbursed on completion of repairs and receipt of proof of completion and payments.
Policy on social investment including program related investment	Para 1.38	-Training for volunteers paid for by HHT adds to job skill set (First aid, Power tool use etc...) -Adult work hours logbooks for volunteers keeps track of hours and can be used for job applications.
Contribution made by volunteers	Para 1.38	-Volunteers contribute more than 1,500 hours of work annually maintaining nature reserve paths and amenities and clear litter, organise and run corporate workdays and visits from school and scout groups etc... With in-depth knowledge of a green space, they can help maintain biodiversity, especially insect populations, and mitigate the effects of overpopulation and bad land

		use policies. -Active in attending local fairs and volunteering fairs to explain and educate the inhabitants on the built and natural environment.
Other		-Also of great benefit to the area is the active participation of knowledgeable Trustees in advising on local information boards and potential repairs to historic built environment.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Nature nurture – widening the interest in formal nature study and recording. Has a wider impact for the future monitoring the effects of climate change. Advising on historic repairs for Buildings and structures in LBH. Of benefit to the inhabitants of the borough. Maintaining paths and amenities in nature reserves of benefit for both fitness and well-being of the inhabitants of the borough and visitors. Contributing to local information boards and plaques for public education connects inhabitants to the historic past and reduces social alienation. Logbooks and training courses offered help unemployed and under employed gain employment.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	-Recruit more volunteers during NNE: 7 active volunteer wardens were recruited during this time period and also our casual volunteer numbers increased.
Performance of fundraising activities against objectives set	Para 1.41	-No fundraising objectives were set -Grants applications for Green Recovery money failed

Investment performance against objectives	Para 1.41	-The Charity has no investments but maintains 5 COIF deposit account which generate small sums of interest quarterly.
Other		

Review of the charity's financial position at the end of the period	Para 1.21	-The Trust is undertaking a review of financial practices using a registered charity accountant this year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trust's funds totalled £104,000 at the end of the financial year March 2021. Four funds totalling £67,000 were designated restricted to the uses described. These are Heritage grants, Public works of art, Work with young people and Headstone Manor Appeal: commitments or expenditure plans exist for part of these. There is also an unrestricted General Fund of £37,000, which includes the activities of Harrow Nature Conservation Forum and the Brown Historic Plaques. It is the Trust's policy to maintain the balance of this fund at a level to cover administrative and support costs for a forward period of at least a year, and to respond to emergency and other applications for grants or support as and when they arise. The fund was maintained at an adequate level throughout the year. The Work with Young People fund holds £7,000 in grant funding which is expected to be expended in the following financial year and a further £10,000 which <i>may</i> be expended, however, in all probability this would be expended in the 2022-23 financial year.
Amount of reserves held	Para 1.22	£10,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	Work with Young People is materially in deficit. Funding outside of grants requires a vote from Trustees to transfer funds from Unrestricted funding.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There is some evidence that as the older members age-out we have fewer new members joining. We are addressing this with outreach projects such as NNE and have had success in recruitment to some positions.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal	Grants, bequests, and donations
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sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	-Investment policy N/A -Social investment takes place but has no policy
A description of the principal risks facing the charity	Para 1.46	The Trustees are aware of the major operational risks that the charity faces, and consider that adequate administrative procedures are in place to mitigate the risks identified. Suitable training is given to new volunteers when appropriate. Insurance cover is taken to minimise any potential financial impact on the Trust should any of those risks materialise.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected or co-opted at our AGM in October annually. Trustees may also be elected at executive meetings after a quorum vote.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Induction and training is informal. New Trustees would be encouraged to familiarise themselves with the historic annual reports and be guided by Trustees in their committee work.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Trustees form the members of the Executive Committee. The President of the Trust is the Mayor of Harrow, and four additional local authority members are nominated by Harrow Council. Other officers and members are elected annually at the annual general meeting, and the Committee has the power to co-opt and fill casual vacancies. Members are elected or co-opted to advise on matters or carry out tasks for which they possess suitable skills or knowledge, or to represent interested societies and associations in the London Borough of Harrow
Relationship with any related parties	Para 1.51	We work closely with the LBH.
Other		

Reference and Administrative details

Charity name	Harrow Heritage Trust
Other name the charity uses	
Registered charity number	1072773

Charity's principal address	40 Walton Drive Harrow HA1 4XA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Keith Ferry	Chair		
2	John Richard Orchard	Trustee		
3	John Gordon Williams	Trustee		
4	Edward Robin Godfrey Youle	Trustee		
5	Margaret Huitson	Trustee		
6	Simon William Brown	Trustee		
7	Norman Shairp Stevenson	Trustee		
8	Eileen Mary Kinnear	Trustee		
9	Janet Mote	Trustee		
10	Leslie Ruth Bolsover	Treasurer		
11	Steve Bolsover	Trustee		
12	Nitin Parekh	Mayor of Harrow		
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Keith Ferry	
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Full name(s)

KEITH FERRY	
-------------	--

Position (eg Secretary,
Chair, etc)

CHAIR	
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Date

18 October 2021



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Harrow Heritage Trust

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

1072773

Set out on pages

13-18

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

Name:

Chaweewan Williams

**Relevant professional
qualification(s) or body
(if any):**

Chartered Certified Accountants

Address:

167 Clarence Revenue, New Malden, Surrey KT3 3TX



Harrow Heritage Trust		1072773		CC16a
Receipts and payments accounts				
For the period from	Period start date 1 Apr 2020	To	Period end date 31 Mar 2021	

Section A Receipts and payments

	Unrestricted funds	Restricted funds		Total funds	Last year
	£	£		£	£
A1 Receipts					
	-	-	-	-	-
Subscriptions, donations + other income	4,699	-	-	4,699	4,840
Local authority grants	-	-	-	-	-
Other grants	-	12,431	-	12,431	7,394
Deposit interest	39	64	-	103	520
	-	-	-	-	-
Total receipts	4,738	12,495	-	17,233	12,754

A2 Payments

Direct charitable expenditure:					
General Fund:					
Harrow Nature Conservation Forum (inc. Admin)	3,474	-	-	3,474	5,857
VAH Grant	-	-	-	-	3,633
Postcode Lottery Grant	8,303	-	-	8,303	3,099
TKMax Community Grant	-	-	-	-	200
Orchard Project Grant for restorative pruning	-				400
Unrestricted funds	1,329			1,329	911
Working with young people:					
Memory project- Grange Farm	-	-	-	-	30
Administration Expenditure	140	-	-	140	1,002
	-	-	-	-	-
Total payments	13,246	-	-	13,246	15,132

Net of receipts/(payments)	(8,508)	12,495	0	3,987	(2,378)
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A3 Transfers & adjustment between funds	0	0		0	0
2020 Debtors & Prepayments - settled	(2,015)			(2,015)	
2020 Creditors & Accruals – settled	9,372			9,372	
2020 Creditors & Accruals – not settled	0	1,700		1,700	
2021 Bank Balance adjustment	23			23	
(Basis :2020 Accruals to 2021 R&P)					
A6 Cash funds last year end	39,083	52,328		91,411	93,789
Cash funds this year end	37,955	66,523	-	104,478	91,411

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds £	Restricted funds £	Total funds £
B1 Cash funds	NW – HHT -Unrestricted	18,644	-	-
	CCLA -HHT – Unrestricted	33,229	-	-
	NW - HHT Campaign		274	
	CCLA -Public Works of Art		18,947	
	CCLA -Heritage Grants		31,041	
	CCLA -Work with Young People		10	
	CCLA -Headstone Manor Appeal		2,333	
	Total cash funds	51,873	52,605	104,478

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds £	Restricted funds £	Endowment funds £
B2 Receivable/ Other monetary assets	English Heritage (Historic England)	420	-	-
	Wood Farm Sundries	277	-	-
	Higher Level Stewardship (SCP)	599	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Tookes Green grant disbursement	Heritage grants	1,700	
	Montesole drainage grant – Restricted	Work with young people	9,999	
	Pinner Wildlife Club/Hazeldene Estates -Restricted	Work with young people	2,432	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Margaret Huitson	MARGARET HUITSON	11/10/21
Mrs L.R. Bolsover	Leslie Bolsover	14/10/21

HARROW HERITAGE TRUST

NOTES TO ACCOUNTS

FOR THE YEAR ENDING 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of accounting

The Financial Statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the requirements of the Charities Act 2011 using the Receipts and Payments basis.(2020 accounts using Accruals basis).

2. INCOMING RESOURCES	Unrestricted	Restricted	2021	2020
	General £	Work with young people £	Total £	Total £
GENERAL FUND				
Membership subscriptions and tax recovered	481		481	700
Donations & other income	4,218		4,218	4,115
Capital Group for Stanmore Common				
	<u>4,699</u>		<u>4,699</u>	<u>4,815</u>
HEADSTONE MANOR APPEAL				
Donation	0		0	25
TOTAL SUBSCRIPTIONS AND DONATIONS	<u>4,699</u>		<u>4,699</u>	<u>4,840</u>
OTHER GRANTS				
Edward Harvist Grant	0		0	0
Volunteering for change	0		0	3,695
Neighbourly	0		0	200
Postcode Lottery Trust	0		0	3,099
Orchard Project	0		0	400
Main grant – MPF Drainage project		9,999	9,999	0
The Church urban new neighbours-Hazeldene project		2,432	2,432	0
TOTAL GRANTS	<u>0</u>	<u>12,431</u>	<u>12,431</u>	<u>7,394</u>
DEPOSIT INTEREST				
Accounts held with COIF Charities Deposit Fund -CCLA	<u>39</u>	<u>64</u>	<u>103</u>	<u>520</u>
TOTAL INCOMING RESOURCES	<u>4,738</u>	<u>12,495</u>	<u>17,233</u>	<u>12,754</u>

HARROW HERITAGE TRUST
NOTES TO ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021

3. RESOURCES EXPENDED	2021	2020
	£	£
DIRECT CHARITABLE EXPENDITURE		
GENERAL FUND		
Harrow Nature Conservation Forum (inc. Admin)	3,474	5,857
VAH Grant		3,633
Postcode Lottery Grant	8,303	3,099
TKMax Community Grant		200
Orchard Project Grant for restorative pruning		400
Unrestricted funds	1,329	912
	<u>13,106</u>	<u>14,100</u>
PUBLIC WORKS OF ART		
Pinner Park Sculpture	<u>0</u>	<u>0</u>
HERITAGE GRANTS		
South Harrow Baptist Church Roof Repair	<u>0</u>	<u>0</u>
WORK WITH YOUNG PEOPLE		
Memory project - Grange Farm	0	30
Harrow Nature Heroes	<u> </u>	<u> </u>
TOTAL DIRECT CHARITABLE EXPENDITURE	<u>13,106</u>	<u>14,130</u>
ADMINISTRATION EXPENDITURE	<u>140</u>	<u>1,002</u>
TOTAL RESOURCES EXPENDED	<u>13,246</u>	<u>15,132</u>



HARROW HERITAGE TRUST
NOTES TO ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021

4. RECEIVABLE & LIABILITIES

		Debtors	Creditors
		£	£
2021 -Receivable	English Heritage (Historic England)	420	
	Wood Farm Sundries	277	
	Higher Level Stewardship (SCP)	599	
2020 Liabilities	Tookes Green grant disbursement		1,700
2021 Liabilities	Montesole drainage grant – Restricted		9,999
2021 Liabilities	Pinner Wildlife Club/Hazeldene Estates -Restricted		2,432
	Total	<u>1,296</u>	<u>14,131</u>

HARROW HERITAGE TRUST

RECEIPTS & PAYMENTS ACCOUNTS AND STATEMENT OF ASSETS & LIABILITIES

FOR THE YEAR ENDING 31 MARCH 2021

APPENDIX A:													
		Unrestricted fund	Restricted fund	Restricted fund	Restricted fund	Restricted fund		Unrestricted fund	Restricted fund	Restricted fund	Restricted fund	Restricted fund	
			Public works of art	Heritage grants	Work with young people	Headstone Manor appeal	Total 2021	General	Public works of art	Heritage grants	Work with young people	Headstone Manor appeal	Total 2020
RECEIPTS:	Note	General											
Subscriptions, donations + other income		4,699	0	0	0	0	4,699	4,815	0	0	0	0	25
Local authority grants							0	0	0	0	0	0	0
Other grants		0	0	0	0	0	12,431	7,394	0	0	0	0	7,394
Deposit interest		39	23	37	1	3	103	202	115	189	0	14	520
TOTAL RECEIPTS	2	4,738	23	37	12,432	3	17,233	12,411	115	189	0	39	12,754
PAYMENTS:													
Direct charitable expenditure		13,106	0	0	0	0	13,106	14,100	0	0	0	0	14,130
Administration		140	0	0	0	0	140	1,002					1,002
TOTAL PAYMENTS	3	13,246	0	0	0	0	13,246	15,102	0	0	30	0	15,132
NET OF RECEIPTS/(PAYMENTS)		(8,508)	23	37	12,432	3	3,987	(2,691)	115	189	(30)	39	(2,378)
Movement between funds		0	0	0	0	0	0	0	0	0	0	0	0
Transfer between funds		0	0	0	0	0	0	0	0	0	0	0	0
2020 Debtors & Prepayments - settled (2015)		(2,015)	0	0	0	0	(2,015)						0
2020 Creditors & Accruals - settled		9372					9,372						
2020 Creditors & Accruals – not settled				1700			1,700						
2021 Bank Balance adjustment		23					23						
(Basis :2020 Accruals to 2021 Receipts & Payments)													
Total funds at 1 April 2020 brought forward		39,083	20,724	27,856	945	2,803	91,411	41,774	20,609	27,667	975	2,764	93,789
Total funds at 31 March 2021		37,955	20,747	29,593	13,377	2,806	104,478	39,083	20,724	27,856	945	2,803	91,411
STATEMENT OF ASSETS & LIABILITIES													
CASH FUNDS:													
Debtors & prepayments							0	2,015	0	0	0	0	2,015
Balances on deposit		33,229	18,947	31,041	10	2,333	85,560	33,190	18,924	31,004	9	2,330	85,457
Balances at bank		4,661	1,823	(1,411)	13,368	476	18,918	13,250	1,800	(1,448)	936	473	15,012
Total current assets		37,890	20,770	29,630	13,378	2,809	104,478	48,455	20,724	29,556	945	2,803	102,484
Less creditors & accruals							0	(9,372)		(1,700)			(11,072)
TOTAL CASH FUNDS (2020 NET ASSETS) AT 31 MAR 2021		37,890	20,770	29,630	13,378	2,809	104,478	39,083	20,724	27,856	945	2,803	91,411
ASSETS/RECEIVABLE(2020 Debtors & prepayments)	4	1,296					1,296						
LIABILITIES (20020 Creditors & accruals)	4			(1,700)	(12,432)		(14,132)						