

Merton Centre for Independent Living (Merton CIL)



**MERTON CENTRE FOR INDEPENDENT LIVING  
(MERTON CIL)**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31 2022**

Registered Charity Number 1152825  
Registered Company Number 7645926

Merton Centre for Independent Living (Merton CIL)

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## **LEGAL AND ADMINISTRATIVE INFORMATION**

### **Constitution**

Merton Centre for Independent Living (Merton CIL) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association.

Charity number 1152825 - Company number 7645926

### **Directors and Trustees**

The directors of the charitable company are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the Articles of Association the Management Board comprises the Chair, the Vice Chair and the Treasurer supported by up to nine trustees. At each Annual General Meeting one-third of the directors must retire from office and may be re-elected at the recommendation of the board. The trustees serving during the year and since the year-end are as follows:

**Co-Chair:** Giovanna Vettese & Amanda Edwards

**Vice Chair:** Estifanos Habtesellasi

**Trustees** Claire Benjamin, Roy Benjamin, Sarah Henley, Raheema Olajide, Chris Bull

### **Senior Management**

Joint CEO's: Charlet Wilson & David Jenkins from April 2022

Senior Managers: Stuart Butler & Michael Turner

### **Registered Office and Principal Office**

Vestry Hall, 336 London Road, Mitcham, CR4 3UD

### **Independent Examiner**

Lesley Cornwell FCCA, Cornwell & Cornwell, 194 Stanley Road, Teddington, TW11 8UE

### **Principal Bankers**

HSBC Bank, 5 Wimbledon Hill Rd, Wimbledon, London, SW19 7NF



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## **REPORT OF THE BOARD OF TRUSTEES FOR YEAR END 31 MARCH 2022**

The Board presents the report and financial statements of Merton Centre for Independent Living (Merton CIL) for the year ended 31 March 2022. The statements appear in the format required by the Statement of Recommended Practice for Accounting and Reporting by Charities (revised March 2005). The report and statements comply with Companies Act 2006.

### **Structure, Governance and Management**

#### History

The organisation was originally started as a steering group in 2008, it was incorporated as a company in 2011 and registered as a charity in 2013.

#### Governing Document

Merton Centre for Independent Living is a company limited by guarantee, having no share capital, governed by its Memorandum and Articles of Association dated June 2013 and Special Resolution dated October 2016. The liability of the Trustees is limited to £1 in the event of the charity winding up.

#### Appointment of Trustees

The Board of Trustees is made up of not less than three and no more than twelve persons. Trustees are elected from the membership at the AGM or co-opted during the year by agreement of the Board and confirmed at the AGM. Trustees must be aged 16 years or older. At least 75% of trustees must be Deaf or Disabled. All trustees give their time voluntarily and receive no financial benefits from the organisation. New trustees are given induction on their roles and responsibilities and are offered additional training where necessary.

#### Organisation

The Board of Trustees administers the charity. The Board meets quarterly. The Joint CEO is appointed to manage the day-to-day operations of the Charity. To facilitate effective operations, the Joint CEO has delegated authority, within the terms of the delegation approved by the Trustees, for operational matters including finance, employment, and operations.

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### Risk Management

The Directors have reviewed the risks to which the charity is exposed and maintain a risk register. Risks are ameliorated by the implementation of procedures and policies, with a regular review of these to ensure current good practice.

### **Objectives and Activities**

A summary of the objects as set out in the charity's Governing document:

"To relieve the needs of Disabled persons in Merton and the surrounding areas by providing support and services to enable them to live as full and equal citizens in all aspects of life."

Our Vision: To enable Deaf and Disabled people to take control over their lives and achieve full participation in Merton and wider society.

### Our Aims:

- To promote the independence and inclusion of Deaf and Disabled people in Merton.
- To identify and challenge discrimination faced by Deaf and Disabled people in Merton.
- To encourage Deaf and Disabled people and supporters to achieve change locally.

### Key Activities:

- Independence and Inclusion: Information & Advice service supporting with issues relating to welfare benefits, social care, concessionary travel, grant applications, health, hate crime and housing.
- Challenging Discrimination: Disability Hate Crime partnership work with DDPOs across London and local Hate Crime awareness and prevention work.
- Achieving Change Locally: Voice Activity including monthly Craftivism & Chat sessions, events, debates, and policy work on key issues affecting local Deaf and Disabled people.

### **Summary of Achievements**

Independence and Inclusion: Our AQS accredited Information & Advice service provided support in 303 Information & Advice cases. We supported 272 unique individuals through our casework services, providing nearly 1182



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sessions of in-depth support. We also supported with information, signposting, guidance, and connection in a further 416 cases. Our work throughout the year contributed £732,799 to the local economy. 51% of service users saw increased resilience after using our services.

**Challenging Discrimination:** We continued to work with Inclusion London and Stay Safe East on the pan-London disability hate crime project. We supported 2 London based DDPOs to build and develop their disability hate crime projects by allocating them 616 hours of dedicated support.

**Achieve Change Locally:** We now have 419 members – 330 (80%) are Deaf and Disabled people and 89 (21%) are non-Disabled people who support our work and values. This is a 4% increase from last year. Throughout the year we delivered 20 events including Craftivism and Chat Groups, My Voice Matters our AGM. We engaged with 73 people through events activities and outreach, and another 2278 engaged with us across our social media platforms. Merton CIL also spent 707 hours on policy and strategy work on behalf of Deaf and Disabled people. We continued to ensure that we supported members and service users to speak up around topics like housing, welfare reform, social care and hate crime. We supported Deaf and Disabled People to respond to 5 consultations. We conducted social policy work into the treatment of Deaf and Disabled people throughout the pandemic and lockdowns. We also worked closely with Deaf and Disabled members to speak up about accessibility around the borough.

Please see our 2021-22 Impact Report for further details of the year's achievements.

### **FINANCIAL REVIEW**

The results for the year and financial position of the Charity are shown in the annexed statements. The charity brought forward unrestricted funds of £103,864 and restricted funds of £45,485 from the previous accounting period. During the current accounting period, the net deficit is £18,095 of which £112 is unrestricted and £17,983 restricted. This leaves final balances to carry forward of £103,752 unrestricted and £27,502 restricted funds.

### **EVENTS AFTER THE BALANCE SHEET DATE**

The Charity continues to rely on grant applications and fundraising to fund its activities. The Trustees are confident that these grants will continue to be

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available for the valuable work the charity is doing. During the year, the Charity's Trustees have monitored the financial position of the organisation to ensure that the charity's funds, both restricted and unrestricted, are correctly applied and accounted for.

### **PLANS FOR FUTURE PERIODS**

Throughout 2021/22, we implemented learning from a period of instability and change, to emerge a more resilient and sustainable organisation so that our work supporting local Deaf and Disabled people could continue without future interruption.

Over the next year we plan to put measures in place to safeguard the management of the organisation and think more closely about succession. Merton CIL's board of trustees decided to formalise the streamlined Joint-CEO structure in April 2022, giving stability to the management of the organisation. In Dec 2021, we decided to mirror the joint management structure within the board to provide more routes into leadership for Disabled people.

Over the next year, we plan to:

- Continue work to develop our new strategy. The pandemic, lockdowns and current cost of living crisis have changed a lot for local Deaf and Disabled. We will work to ensure that our strategic priorities meet our new, evolving, and interlinked needs.
- Provide support to local Disabled people with issues arising from the cost-of-living crisis/cost of disability and the effects of the pandemic.
- Continue delivering information and advice around welfare benefits, health, grant applications, housing, and social care.
- Explore ways to respond to the needs identified within local Disabled people during the pandemic
- Continue raising awareness of disability hate crime through the pan London project and local work.
- Develop our trainee caseworker programme that is funded until 2024.
- Continue to work with Deaf and Disabled people to achieve change locally and speak up about issues affecting our community.
- Increase our capacity to facilitate more member led social policy work.
- Improve our strategic communications work to increase engagement with



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members and supporters.

- Better connect craftivism & chat with our strategic policy work to increase impact.
- Increase engagement with the local authority and councilors to work towards more local co-production work.
- Continue campaigning for reduced social care charges.
- Conduct a review of our volunteering programme to ensure that it's meeting the needs of local Disabled people, and the organisation.
- Expand capacity around fundraising and bringing in unrestricted income.
- Aim to secure multi-year funding to provide security for services and allow for growth.
- Strengthen our internal culture and embedding learning and innovation.

### **RESERVES POLICY**

Merton CIL will maintain sufficient reserves to allow it to cover known liabilities and contingencies, absorb setbacks and take advantage of change and opportunity.

Merton CIL will hold unrestricted funds to meet at least 1 month's running costs and aims towards holding 4 months running costs by 2023. This will enable Merton CIL to provide reliable services over the long term, and to provide a safety net against dramatic swings in income or costs, and sufficient time to replace lost income, through fund raising.



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### **TRUSTEES' RESPONSIBILITIES**

Company law 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 company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; make judgments and estimates that are reasonable and prudent and prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company 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 organisation and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BY ORDER OF THE BOARD



----- Giovanna Vettese (Co-Chair)



----- Amanda Edwards (Co-Chair/Secretary)

Date: 21<sup>st</sup> November 2022

## **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF MERTON CENTRE FOR INDEPENDENT LIVING**

I report on the accounts for the year ended 31 March 2022 set out on pages 14 and 15 which have been prepared under the accounting policies set out on page 16.

### **Respective responsibilities of trustees and examiner**

The Charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of independent examiners' report**

My examination was carried out in accordance with the general directions given by the Charity Commissioners. 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 the seeking of explanation 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 view 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 examiners' statement**

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

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006

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- the accounts do not accord with such records
- where accounts are prepared on an accrual's basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts apart from that set out below

*L. Cornwell for Cornwell + Cornwell*

Date: 18th November 2022

Lesley Cornwell FCCA of Cornwell & Cornwell 194 Stanley Road Teddington  
TW11 8UE



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## STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED MARCH 31 2022<sup>2a</sup>

	Note	Un-restricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>Incoming Resources</b>	2b				
Incoming Resources from Charitable Activities	3a	53,927	279,166	333,093	364,179
Voluntary income	3b	1,243	-	1,243	8,536
Other Income	3c	9,473	-	9,473	109
<b>Total Incoming Resources</b>		<b>64,643</b>	<b>279,166</b>	<b>343,809</b>	<b>372,824</b>
<b>Resources Expended</b>	2c				
Charitable Activities	4d	64,755	287,404	352,159	345,574
Governance Costs	4l	-	9,745	9,745	7,662
<b>TOTAL RESOURCES EXPENDED</b>		<b>64,755</b>	<b>297,149</b>	<b>361,904</b>	<b>353,236</b>
<b>Net Incoming / (Outgoing) Resources</b>		<b>(112)</b>	<b>(17,983)</b>	<b>(18,095)</b>	<b>19,588</b>
Total Funds Brought Forward	3d	103,864	45,485	149,349	129,761
<b>Total Funds Carried Forward</b>	3e	<b>103,752</b>	<b>27,502</b>	<b>131,254</b>	<b>149,349</b>

There are no recognised gains and losses other than those in the statement of financial activities. Therefore, no statement of total recognised gains and losses has been prepared. All the above amounts relate to continuing activities.

The notes on pages 15-18 form part of these accounts.

## BALANCE SHEET AT 31 MARCH 2022

	Note	2022 £	2021 £
<b>CURRENT ASSETS:</b>			
Cash at bank and in hand		145,276	206,529
Debtors and prepayments		13,987	8,350
		<b>159,263</b>	<b>214,879</b>
<b>LIABILITIES:</b>			
Creditors: amounts falling due within one year	4k	28,009	65,530
		<b>131,254</b>	<b>149,349</b>
<b>NET CURRENT ASSETS</b>			
		<b>131,254</b>	<b>149,349</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<b>131,254</b>	<b>149,349</b>
<b>RESERVES</b>			
Unrestricted Funds	5	103,752	103,864
Restricted Funds		27,502	45,485
		<b>131,254</b>	<b>149,349</b>
<b>TOTAL RESERVES</b>			
		<b>131,254</b>	<b>149,349</b>

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The Directors' acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. The financial statements were approved by the Board on 21st November 2022 and signed on its behalf by:

----- (Giovanna Vettese, Co-Chair)

----- (Amanda Edwards, Co-Chair/Secretary)

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

1. These Notes form part of the financial statements.

### **2. Accounting Policies**

2a Basis of Accounting: The financial statements have been prepared under the historical cost convention, in accordance with the Companies Act 2006, and in compliance with 'Accounting and Reporting by Charities: Statement of Recommended Practice (FRS 102) ("the SORP").

2b Income: from grants, donations and contributions represents the amounts receivable in respect of the year.

2c Expenditure: is recognised in the year in which it is incurred.

2d Fixed Assets should be capitalised and written off over their useful lives on a straight line basis if their purchase value is over £1,000.

2e Voluntary Help: No amounts have been included in these financial statements to reflect the value of services provided free of charge to the charity by volunteers.

2f Pension Costs and other post-retirement benefits: The Company contributes to NEST on behalf of eligible employees.

### **3. Income**

3a Incoming Resources from Charitable Activity means grants and fees received on the understanding that they will be used to undertake activities to further the charity's objects.

3b Voluntary Income means donations or grants given with no expectation of a specific service in return.

3c Other income is earned interest and funds received for consultation contributions and service fees.

3d Funds brought forward means funding retained from 2020-21 for use during 2021-22.

3e Funds carried forward means funding reserved for 2022-23.

3f The organisation has taken advantage of the exemption in FRS 102 from producing a cash flow statement on the grounds that it is an exempt entity.



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	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2022 £</b>
<b>Charitable Activities</b>				
Henry Smith Charity	3g	-	60,000	60,000
City Bridge Trust	3h	-	47,500	47,500
Edward Gosling Foundation	3i	-	4,857	4,857
LCRW4-WF	3j	-	5,000	5,000
LCRW5-CBT	3k	-	48,200	48,200
Merton Giving	3l	-	4,036	4,036
Merton Giving RF	3m	-	5,124	5,124
Barchester Foundation	3n	-	1,500	1,500
MOPAC	3o	-	38,197	38,197
Trust for London- SVRR	3p	-	60,000	60,000
Real SVRR Phase 2	3q	-	4,752	4,752
Inclusion London	3r	53,927	-	53,927
<b>Total Income from Charitable Activities</b>	<b>3a</b>	<b>53,927</b>	<b>279,166</b>	<b>333,093</b>
Voluntary Income	3b	1,243	-	1,243
Other Income	3c	9,473	-	9,473
<b>Total Incoming Resources</b>	<b>2b</b>	<b>64,643</b>	<b>279,166</b>	<b>343,809</b>

3g Henry Smith Charity core funding support.

3h City Bridge Trust funding to support the information and advice service.

3i Edward Gosling Foundation funding to support our achieve change locally project.

3j LCRW4 (The Wimbledon Foundation) funding to increase organisational capacity and conduct policy work around the effect of the pandemic on local Disabled people.

3k LCRW5 funding to support the organisation to emerge from the pandemic.

3l Merton Giving funding to support with the adaptation of services during the pandemic.

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3m Merton Giving Renewal Fund funding to support increase organisational capacity with administrative support and invest in strategic development.

3n Barchester Foundation funding to support our achieve change locally project.

3o MOPAC funding to support the delivery of disability hate crime support within our information and advice service.

3p Trust for London funding to support our trainee caseworker programme.

3q Real SVRR Phase 2 funding to support our policy work around social care charging.

3r Inclusion London 3-year pan-London hate crime prevention partnership programme where Merton CIL is the lead partner.

#### 4. Expenditure

4a No trustee or any other person related to a trustee had any personal interest in any contract or transaction entered into by the Charity during the year.

4b The Trustees have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the public benefit guidance published by the Charities Commission.

4c Salaries and associated costs of £256,278 includes: Salaries and Employers' NIC £224,239, Pensions £8,102, HR Costs £10,200, Other (DBS checks, Travel, Development) £13,737.

The number of employees whose emoluments amounted to over £60,000 during the year was nil.

#### 4d Costs Allocated to Activities 2022

	Note	£
<b>Cost of Charitable Activities</b>		
Independence and Inclusion	4e	226,477
Challenging Discrimination	4f	66,770
Achieving Change Locally	4g	68,657
<b>Total Cost of Charitable Activities</b>		<b><u>361,904</u></b>

4e Independence and Inclusion Project – Information and Advice support for local Deaf and Disabled people to resolve issues around benefits and low income, social care, housing, health, concessionary travel, and grant applications.

4f Challenging Discrimination Project - Disability Hate Crime awareness and prevention in Merton as well as across London as part of a pan-London disability hate crime project.

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4g Achieve Change Locally Project - Social policy work, Member led policy work, Craftivism and Chat group, events, consultations, and voice activity with Deaf and Disabled People.

4k Liabilities on balance sheet relates to income received in advance, expenses accrued and accounting fees.

4l Governance costs include accounting and audit costs, Annual General Meeting costs, insurance and trustee expenses. This year we invested in trustee training and development.

### 5. Reserves

These funds have been designated to cover future running costs in the event of lack of funding, in accordance with the reserves policy. According to the business continuity plan £13,600 of reserves is designated to secure immediate business continuity and the Board has approved this to be set aside in a Designated Fund.

<b>RESERVES</b>	<b>£</b>	<b>2022</b> <b>£</b>	<b>£</b>	<b>2021</b> <b>£</b>
Designated Funds	13,600		13,600	
General Funds	<u>90,152</u>		<u>90,264</u>	
Unrestricted Funds		103,752		103,864
Restricted Funds		27,502		45,485
<b>TOTAL RESERVES</b>		<b>131,254</b>		<b>149,349</b>