

**Pendower
Good Neighbour Project**

**Trustees Report
For the Year Ended 31st March 2023**

Charity Number 1088001

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Reference and Administrative Information

Trustees

Christina Wilson
Pat Young
Shirley Irving
Richard Bliss
Chris Minchin
Joe Cullen

Chair
Treasurer

Resigned Oct 2022

Staff

Ruth Taylor
Christine Gray
Nicky Riches

Senior Project Worker
Administrator
Children & Young People's Support Worker

Registered Address:

12-14 Sunnybank Avenue
Pendower Estate
Newcastle upon Tyne
NE15 6SD

Email:

patpen@blueyonder.co.uk

Bank

Barclays Bank
West Road
Newcastle upon Tyne

Honorary Independent Examiner: Elaine F Nylander

Trustees' Report

Structure, Governance and Management

The Trust is governed by its Constitution and managed by a voluntary Management Committee. Trustees are elected by members at the Annual General Meeting.

Objectives

The objectives of the charity are set out in its governing document and are summarised as follows:

- To benefit the socially and economically disadvantaged area of Pendower Estate.
- To advance education.
- To develop capacity of Pendower inhabitants to participate fully in society as responsible citizens.
- To eliminate discrimination and encourage equality of opportunity.
- To develop capacity of Pendower inhabitants to identify and help meet their needs.

Main Activities

To support improvements to housing and environment, building capacity and improving quality of life to encourage the development of children and young people. To support pensioners continued independent living in the community.

Achievements and performance 2022-2023

2022/23 has been another incredibly busy year for us as we slowly moved back into something that felt more like normality post Covid. That being said we are still feeling the impact, particularly amongst our older residents. There have been a number of people suffering ill health and a loss of confidence in going out. We made the difficult decision to stop our lunch club and older people's trips due to the reduced numbers. However, we still have a thriving 'Naughty Nanas' group who meet each week socially and who have produced many knitted and crocheted items for various projects.

Our other successful adult group has been our 'Crafty Lasses' group who have had a busy year thanks to funding from the People's Health Trust. They have really bonded as a group and have tried out all sorts of activities, shared over food. Activities have ranged from arts & crafts to having a go at surfing at Tynemouth beach! They have also completed their first aid training and took part in a very successful enterprise project making items to sell to raise their own funds. This has been done in partnership with Upstart Enterprise. From September 2022 all of our children & young people's after school sessions were up and running again. We are now running 4 sessions each week after school which include a session for families, a session for children aged 6-9 years, a session for children aged 10+ and a music session. Numbers attending have been growing and we have had to introduce a waiting list for our 6-9's group. In addition to higher numbers we are also seeing an increase in young people with Special Educational Needs, particularly autism and ADHD. The children have enjoyed a wide range of activities, both indoors and outdoors depending on the weather. However both children and adults much prefer to be outdoors now except on the coldest and wettest of days. We have a lot more usable space outdoors now, including some covered areas and there are fewer restrictions than inside the centre. The addition of our new 'secret garden' area has been hugely popular with our children & young people and gives us a wonderful space for free play.

We have also had very busy school holiday sessions as part of Newcastle City Council's Holiday Activity Fund offer which is aimed at children in receipt of free school meals. We have offered family activities during most of the school holidays other than Christmas. Over 70% of the children who attend our sessions get free school meals and the provision of a hot meal in school holidays is very much needed.

Food has become a very important part of what we offer the community including tackling holiday hunger, cookery sessions for children & young people and the provision of free and low-cost food from our pantry. We receive food each week from Fareshare which we pay for as well as collecting free food from Sainsbury's, Lidl and Aldi. Our pantry is open every Wednesday with free food available outdoors and very low-cost food available to buy inside. We have also managed to secure additional funds via Neighbourly to make our pantry area more like a shop and for a new fridge freezer and staff have received food hygiene training. There has been a big increase in the numbers of people accessing this service as food costs have rocketed.

Achievements and performance 2022-2023 continued

This last year we were also able to hold some bigger community events which have been popular with families. Events have included a summer BBQ in the garden with live music, a Roman Festival with crafts and even a visiting Roman soldier and a Christmas event with stalls, food and activities inside and out as well as the ever popular Santa.

In August 2022 our resident volunteers moved out of the project flat and for a number of reasons we have opted not to replace them. We spent a lot of time over the winter months renovating and decorating the upstairs space and we plan to use it as additional project space for groups and also much needed storage.

Risk Review

The Project is dependent on grants from charitable trusts. The Management Committee regularly reviews the position of future funding.

Reserves Policy

The Project held enough unrestricted funds to cover three to six months core costs and running costs at the end of the year end and also held restricted funds (£11,841) which are mainly grants paid in advance. The Trustees consider these are an adequate level of reserves to safe guard the Project against unforeseen eventualities.

On behalf of the Trustees



Christina Wilson
Chair of Trustees

15/09/2023

Statement of Trustees' responsibilities in respect of the Trustees' report and the financial statements

The Charities Act 1993 requires the Trustees of the Charity to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year.

In preparing the financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards and the charities SORP, disclosing any departures in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Trustees are also responsible for keeping proper accounting records that disclose with reasonable accuracy the financial position of the Charity and to enable them to ensure that the financial statements comply with the law. The Trustees are also responsible for safeguarding the Charity assets and hence take reasonable steps to prevent and detect fraud and other irregularities.

Independent Examiner's Report to the Trustees of Pendower Good Neighbour House Project

I report on the financial statements of the Pendower Good Neighbour Project for the year ended 31st March 2023 which are set out on pages 6 to 9.

Respective responsibilities of Committee 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 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts (under section 43 of the Act);

To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act); and

To state whether particular matters have come to my attention.

Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the Project and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 I do not express an audit opinion on the financial statements.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any material respect, the Committee have not met the requirements to ensure that:

- proper accounting records are kept; and
- financial statements are prepared which agree with the accounting records; or

2 To which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Elaine F Nylander BA FCA
Chartered Accountant

15/09/2023

Pendower Good Neighbour Project

**Financial Statements
For the Year Ended 31st March 2023**

Charity Number 1088001

**Statement of Financial Activities for the year
ended 31st March 2023**

		Unrestricted	Restricted	Total 2023	Total 2022
		£	£	£	£
	Note				
Incoming Resources					
Grants and donations	3	9,282	60,874	70,156	54,521
Donated services and facilities	4	0	8,000	8,000	8,000
Total Incoming Resources		9,282	68,874	78,156	62,521
Resources Expended					
Salaries	5	0	44,615	44,615	42,341
Sessional Costs		0	4,405	4,405	240
Core Activities and events		57	4,918	4,975	2,028
Children's activities and events		0	988	988	803
Garden & Flat Makeover		0	4,076	4,076	0
Training		0	542	542	0
Pensioners activities and events		0	93	93	103
Premises costs		879	5,971	6,850	5,332
Property rental		0	7,500	7,500	7,500
Stationary & Printing		0	0	0	269
Insurance		0	2,088	2,088	1,928
Repairs & Renewals (including the flat)		0	213	213	1,966
Professional fees		0	317	317	400
Moneywise		6,319	0	6,319	5,966
Publicity		0	274	274	80
Subscriptions		0	159	159	155
History Project		0	1,118	1,118	1,153
Lottery Club		0	254	254	288
Independent examination fee	6		500	500	500
Total Resources Expended		7,255	78,031	85,286	71,052
Net Outgoing Resources		2,027	(9,157)	(7,130)	(8,531)
Total Funds Brought Forward		23,284	25,771	49,055	57,586
Total Funds Carried Forward		25,311	16,614	41,925	49,055

Balance Sheet
At 31st March 2023

	Note	2023 £	2022 £
Current Assets			
Cash at bank and in hand	7	41,925	49,057
Total Current Assets		<u>41,925</u>	<u>49,057</u>
Creditors: Amounts falling due within one year	8	0	0
Net Current Assets Less Current Liabilities		<u>41,925</u>	<u>49,057</u>
Total Assets less Current Liabilities		<u>41,925</u>	<u>49,057</u>
Funds			
Unrestricted funds		11,055	6,461
Restricted funds		<u>30,870</u>	<u>42,596</u>
Total Fund		<u>41,925</u>	<u>49,057</u>

Approved by the Trustees on

15/09/2023 and signed on their behalf by:



Christina Wilson
Chair



Pat Young
Treasurer

Notes

(to the accounts for the year ended 31st March 2023)

1 Basis of accounting

Statement of Recommended Practice. "Accounting and Reporting by Charities" (SORP) 2005 and with the Accounting

2 Accounting Policies

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (Sofa) when:

The Charity becomes entitled to the resources;

The Trustees are virtually certain they will receive the resources; and

The monetary value can be measured with sufficient reliability.

Grants and Donations

Grants and donations are only included in the Sofa when the charity has unconditional entitlement to the resources.

Donated services and facilities

charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible Fixed Assets

Tangible fixed assets are capitalised if the cost is at least £500

3 Grants and Donations

	£
<u>Restricted Income</u>	
Running Costs Contributions	3,496
Connected Voice	3,000
Hadrian Trust	1,000
Heritage & Environment Group	2,206
Hospital of God at Gretham	3,000
Homegroup	500
Crafty Lasses	103
LGA Foundation	2,000
Pendower Pantry	2,552
Neighbourly Fund	500
Neighbourly M & S	1,000
Community Foundation Flag Project	4,150
Community Foundation Food Project	3,900
Willan Trust	10,000
Squires	4,594
Fogo Fund	2,995
Peoples Helth Trust	4,618
Rothley Trust	800
Ward Committee	400
Winter Wellbeing	2,000
Street Games - Best Summer Ever	6,740
High Sherriff	750
Lunch Club	210
Lottery Club	227
Choir	134
<u>Unrestricted income</u>	
Donation	1162
Gift Aid	542
Fundraising	892
Moneywise	6319
Newcastle City Council	300
Bank Interest	67
TOTAL	70,156

Notes (continued)

4 Donated Services and Facilities

Newcastle City Council and independent examination of the financial statements (£500)

5 Staff Costs

	2023 £	2022 £
Gross Wages	41,549	39,940
Employers National Insurance Costs	3,066	2,401
Total Staff Costs	44,615	42,341

Average Number of full time equivalent employees in the year

2 2

technical support, parents and toddlers.

6 Fees for Examination of the Accounts

	2023 £	2022 £
Independent examination of the accounts (see Note 4)	500	500

7 Cash at Bank & In hand

	2023 £	2022 £
Cash at Bank	41,613	48,866
Petty Cash	312	191
	41,925	49,057

8 Creditors and Accruals

	2023 £	2022 £
Inland Revenue	0	0

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Elaine F Nylander BA FCA
Chartered Accountant

15/09/2023