

**Pendower
Good Neighbour Project**

**Trustees Report
For the Year Ended 31st March 2024**

Charity Number 1088001

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Reference and Administrative Information

Trustees

Christina Wilson
Pat Young
Shirley Irving
Richard Bliss
Chris Minchin
Leanne Turner

Chair
Treasurer

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 2023-2024

Children & Young People

Our work with children & young people is still one of the biggest aspects of our work. We offered 4 after school sessions a week:-

Family Fun session for younger children and parents – this group does lots of cooking which they absolutely love.

Children aged 6-10 years – this group loves art & craft and games and are big Lego fans.

Tuesday Crew for 10's and over – this group love to cook and eat and hang out in the garden.

Music group – this group wrote their own music this year and recorded it at a local recording studio.

We also offered school holiday sessions, mainly at Easter and in the summer when we were part of the wider HAF offer in Newcastle offering activities and food. We offered a range of activities which were mainly outdoors. Some highlights were the ever popular egg hunt and water play, a silent disco, giant bubbles and dance. We also had trips to the trampoline park, Whitehouse Farm, Morpeth Park and Beamish. We were able to partner with Healthworks Newcastle who cooked with the children.

Adult Groups

Our Crafty Lasses Group have had a very busy year thanks to funding from the People's Health Trust. They have had a number of outings including stottie making at the Big River Bakery, tennis in Nunsmoor Park, a visit to Ouseburn Farm and a taster session at a local gym. They have also been busy on an enterprise project with Upstart Enterprise making things to sell and they held 2 pop up markets at One Strawberry Lane.

Our Naughty Nanas group are still going strong and as well as lots of laughter and chat they have knitted hats and other items for 40 shoeboxes sent to Link to Hope, have made hanging baskets and have also had some outings this year to Beamish, the seaside for fish & chips, garden centres and lunch out and a fun Christmas event at Federation Breweries.

Both of these adult groups offer a much needed space for women to come together and support each other.

Seasonal Activities & Events

Events across the seasons are an important part of community life and a good excuse for a celebration. We had lots of fun celebrating the coronation of King Charles with activities and tea parties for 4 groups. We also had a lovely Autumn Event after our AGM in 2023 with apple bobbing, pressing apple juice, scarecrow making and homemade soup & apple crumble. The Christmas season is always a favourite with parties galore and this year our Christmas Fair was a popular evening event in the garden with lots of festive fairy lights and of course a visit from Santa.

Achievements and performance 2023-2024 Continued

Creative Activities

We were able to secure funding for some creative programmes from Make Your Mark and Newcastle Culture Fund. Local residents have tried out pottery, willow weaving and music workshops. We have some beautiful legacy artworks as a result of these including a beautiful mosaic celebrating our Roman connections and a huge mural across the whole of the back of the building. We also involved local families in another mosaic project and design which was part of the park refurbishment carried out by the council. This has been a massive success with families using the park every day.

Pantry Project

Our food offer is taking up more and more of our time with food collections and opening our pantry to residents. This has been providing a much needed source of free and low cost food to residents as families struggle to manage on low fixed incomes while prices increase. We are also saving large amounts of food waste from going to landfill. Our food comes from Fareshare and via the Neighbourly network. We have also linked up with our local B&Q via Neighbourly who donate lots of surplus items to us and who sent a team in September 2023 to refurbish and furnish our summer house. They did an amazing job!

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 (£14,910) 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 2024 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.



Joanne McKenna FCCA
Accountant

02/08/2024

Pendower Good Neighbour Project

**Financial Statements
For the Year Ended 31st March 2024**

Charity Number 1088001

Balance Sheet
At 31st March 2024

	Note	2024 £	2023 £
Current Assets			
Cash at bank and in hand	7	35,360	41,925
Total Current Assets		<u>35,360</u>	<u>41,925</u>
Creditors: Amounts falling due within one year	8	0	0
Net Current Assets Less Current Liabilities		<u>35,360</u>	<u>41,925</u>
Total Assets less Current Liabilities		<u>35,360</u>	<u>41,925</u>
Funds			
Unrestricted funds		20,450	11,055
Restricted funds		<u>14,910</u>	<u>30,870</u>
Total Fund		<u>35,360</u>	<u>41,925</u>

Approved by the Trustees on

15/09/2024 and signed on their behalf by:



Christina Wilson
Chair



Pat Young
Treasurer

**Statement of Financial Activities for the year
ended 31st March 2024**

		Unrestricted	Restricted	Total 2024	Total 2023
		£	£	£	£
	Note				
Incoming Resources					
Grants and donations	3	9,870	56,848	66,718	70,156
Donated services and facilities	4	0	8,000	8,000	8,000
Total Incoming Resources		9,870	64,848	74,718	78,156
Resources Expended					
Salaries	5	12,195	30,728	42,923	44,615
Sessional Costs		0	7,239	7,239	4,405
Core Activities and events		0	4,879	4,879	4,975
Children's activities and events		0	706	706	988
Garden Maintenance		0	591	591	4,075
Training		18	55	73	542
Pensioners activities and events		0	283	283	93
Premises costs		0	4,666	4,666	6,850
Property rental		0	7,500	7,500	7,500
Stationary & Postage		0	75	75	0
Insurance		0	2,265	2,265	2,088
Repairs & Renewals (including the flat)		0	626	626	213
Professional fees		0	313	313	317
Moneywise		7,062	0	7,062	6,319
Publicity		0	216	216	274
Subscriptions		200	0	200	159
History Project		0	1,047	1,047	1,118
Lottery Club		0	119	119	254
Independent examination fee	6		500	500	500
Total Resources Expended		19,475	61,808	81,283	85,285
Net Outgoing Resources		(9,605)	3,040	(6,565)	(7,129)
Total Funds Brought Forward		30,055	11,870	41,925	57,586
Total Funds Carried Forward		20,450	14,910	35,360	50,457

Notes

(to the accounts for the year ended 31st March 2024)

1 Basis of accounting

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

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

£

Restricted Income

Running Costs Contributions	448
Barbour Foundation	2,000
Crafty Lasses	44
Heritage & Environment Group	1,124
St Hildas	5,000
Pendower Pantry	3,235
Neighbourly Fund	500
Hadrian Trust	2,000
Newcastle City Council	1,000
Make Your Mark	5,000
Newcastle Culture Investment Fund	10,000
Appletree Fund	4,994
Peoples Helth Trust	7,698
Winter Family Fund	1,220
Street Games	6,850
Reeds Grass Roots	2,986
High Sherriff	2,500
Lottery Club	250

Unrestricted income

Donation	1,004
Gift Aid	419
Fundraising	592
Moneywise	7,062
Polling Station	400
Bank Interest	393
TOTAL	66,718

Notes (continued)

4 Donated Services and Facilities

Donated services and facilities comprise of free office space (£7,500) kindly provided by Newcastle City Council and independent examination of the financial statements (£500) kindly provided by Greggs plc's management staff.

5 Staff Costs

	2024 £	2023 £
Gross Wages	40,402	41,549
Employers National Insurance Costs	<u>2,521</u>	<u>3,066</u>
Total Staff Costs	<u>42,923</u>	<u>44,615</u>
Average Number of full time equivalent employees in the year	2	2

technical support, parents and toddlers.

6 Fees for Examination of the Accounts

	2024 £	2023 £
Independent examination of the accounts (see Note 4)	<u>500</u>	<u>500</u>

7 Cash at Bank & In hand

	2024 £	2023 £
Cash at Bank	35,139	41,613
Petty Cash	<u>221</u>	<u>312</u>
	<u>35,360</u>	<u>41,925</u>

8 Creditors and Accruals

	2024 £	2023 £
Inland Revenue	<u>0</u>	<u>0</u>

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Joanne McKenna FCCA
Accountant

02/08/2024