

**Pendower  
Good Neighbour Project**

**Trustees Report  
For the Year Ended 31st March 2025**

**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:** Kevin Priestman FCCA

# **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 2024-2025**

We are continuing to soldier on in what is a difficult time for many charities as funding becomes more difficult to secure. We have mainly stuck to our core activities but continue to look out for opportunities for special projects when funding allows.

### **Children & Young People**

Our work with children & young people and their families remains a key part of our work and is vital on an estate where there are such high levels of deprivation. We continued to offer 4 after school sessions a week for children aged 5 to 15 with a range of activities on offer including arts & crafts, cookery, music, sport & games, outdoor activities & gardening, seasonal activities, creative play and outings.

The large majority of our children & young people are in receipt of free school meals and due to this we have continued to be part of the HAF provision for Newcastle. This year we have offered activities for children & young people and their families during the Easter and summer holidays with themed Family Fun Sessions and trips, which included Vindolanda Roman Fort & Museum, Alnwick Garden, South Shields, the Great North Museum & Exhibition Park, the Castle Keep and the Victoria Tunnel. This year we also offered activity packs and cookery hampers in the Christmas holidays which were delivered to children at home. This was a great success and gratefully received.

### **Adult Groups**

Our adult groups have become increasingly important for the women who come along. It has become a time of respite, a safe space to share their issues and explore solutions, a place where they can support each other and where strong friendships have been made. The women have enjoyed a range of activities and outings but have mainly enjoyed spending time together socially over cups of tea and food. Some of our stand out sessions this year were:

**The Crafty Lasses** – a trip to South Shields to Arbeia Roman Fort followed by a walk along the seafront and fish & chips; the women organised pie and pea social fundraiser including making their own pies; a fun trip to the bingo; making beautiful summer wreaths with fresh foliage; a visit to Durham Cathedral; trying out lino printing & earring making for an enterprise project; a trip to town to visit the Christmas market; a visit to West End Women & Girls beautiful library; Shakira sharing her flower making skills with us. Vicki from On the Up continues to work with this group bringing her boundless enthusiasm.

**Naughty Nanas** – an invitation to attend the ordination of a former volunteer, Abigail, at Newcastle Cathedral where she was ordained a Deacon; an invitation to the Lord Mayor's afternoon tea at the Mansion House; filling 40 shoeboxes with love ; trying out foil craft with Sally via Search; making beautiful spring wreaths.

### **Seasonal Activities & Events**

We love to have larger community events which often bring residents along who have never been before. It's a great way for people to make their first step across the door and then get involved in our other activities. This year we had a big table top sale which was popular despite the poor weather and was a great way to get rid of loads of unwanted items whilst giving people a bargain. Our Autumn family event was very popular too with all our favourite activities including apple bobbing and eating doughnuts hanging from strings. Our most popular event is always our Winter Warmer event which is a magical evening with a visit from Santa and toasting marshmallows on the fire.

### **Special Projects**

We are always looking for opportunities for special projects for the local community, either by finding funding or when we get offers to get involved with projects. This year we were invited to take part in Home/Lands Chronicles music project which was a national project and involved residents helping to create pieces of music about where they live. We had a wonderful final performance event in the garden in the late summer sunshine. In September we were part of the Wandering West End Sheep project organised by St James Heritage & Environment Group. This was part of a wider project across the length of Hadrian's Wall and involved us hosting a large model sheep for a day. Children from Hadrian School and our own after school club enjoyed meeting the sheep and making their own crafty sheep to take home. We also took part in a project bringing together local groups and the community along Adelaide Terrace as part of a local high streets regeneration project. Our Crafty Lasses got involved in an enterprise project making crafts for a pop-up market and we offered seasonal craft activities at Halloween and Christmas at St James Church and the West End Library. Funding from the National Lottery Awards for All has enabled us to offer more creative activities for adults including the first of our 'crafternoon teas' making spring wreaths.

### **Pantry Project**

Our community pantry has gone from strength to strength this year. We now collect from 4 local supermarkets each week as well as our delivery from Fareshare. We have also received surplus supplies from other local pantries including Cornerstone and Scotswood Garden. Some weeks demand is higher than we can supply as food prices increase and family incomes don't keep up. Many people have told us that the pantry has been a real lifeline to them. In addition over the winter months we were able to offer a Warm Space thanks to funding from the Community Foundation. This offered anyone who needed it a warm space in the centre with hot drinks and snacks and access to a laptop and free WIFI. Many people enjoyed just being able to have a chat with one of our staff or volunteers in the warmth of our centre.

### **Volunteers**

We couldn't offer the range of activities and services that we do without the support we receive from the volunteers who give their time to our project. This year we have had a regular Virgin Money volunteer, Lisa who has provided us with a laptop as part of a digital inclusion project, has run an enterprise project with our Crafty Lasses, a scam awareness session and supported our warm space. We have also had young people from the Newcastle United Foundation here on 2 occasions as part of their volunteer days. They worked like Trojans and transformed our secret garden and sorted out all our outdoor storage.

In addition we have local volunteers who come every week: John who keeps our garden neat and tidy; Shakira who helps with our Wednesday kids club and Sharon who helps out at our pantry. We also have lots of other people who attend our groups or are on our management committee but are also willing to roll their sleeves up to help out at an event – running stalls or helping with the catering. We couldn't do it without them!

## **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 (£21,582) 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**

**02/08/2025**

## **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 2025 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.



**Kevin Priestman FCCA**  
**Accountant**

**02/08/2025**



# **Pendower Good Neighbour Project**

**Financial Statements  
For the Year Ended 31<sup>st</sup> March 2025**

**Charity Number 1088001**

**Statement of Financial Activities for the year ended  
31st March 2025**

		Unrestricted	Restricted	Total	Total
		2025	2025	2024	2024
		£	£	£	£
	Note				
<b>Incoming Resources</b>					
Grants and donations	3	11,884	68,560	80,444	66,718
Donated services and facilities	4	0	8,000	8,000	8,000
<b>Total Incoming Resources</b>		<b>11,884</b>	<b>76,560</b>	<b>88,444</b>	<b>74,718</b>
<b>Resources Expended</b>					
Salaries	5	5,309	37,846	43,155	42,923
Sessional Costs		0	8,327	8,327	7,239
Core Activities and events		389	5,352	5,741	4,879
Children's activities and events		0	3,052	3,052	706
Garden Maintenance		0	0	0	591
Training		0	0	0	73
Pensioners activities and events		0	0	0	283
Premises costs		0	3,450	3,450	4,666
Property rental		0	7,500	7,500	7,500
Stationary & Postage		0	145	145	75
Insurance		0	2,398	2,398	2,265
Repairs & Renewals (including the flat)		0	477	477	626
Professional fees		0	338	338	313
Moneywise		8,490	0	8,490	7,062
Publicity		0	237	237	216
Subscriptions		10	77	87	200
History Project		0	0	0	1,047
Lottery Club		0	189	189	119
Independent examination fee	6		500	500	500
<b>Total Resources Expended</b>		<b>14,198</b>	<b>69,888</b>	<b>84,086</b>	<b>81,283</b>
<b>Net Outgoing Resources</b>		<b>(2,314)</b>	<b>6,672</b>	<b>4,358</b>	<b>(6,565)</b>
<b>Total Funds Brought Forward</b>		<b>20,450</b>	<b>14,910</b>	<b>35,360</b>	<b>50,457</b>
<b>Total Funds Carried Forward</b>		<b>18,136</b>	<b>21,582</b>	<b>39,718</b>	<b>43,892</b>

Balance Sheet  
At 31st March 2025

	Note	2025 £	2024 £
Current Assets			
Cash at bank and in hand	7	39,718	35,360
Total Current Assets		<u>39,718</u>	<u>35,360</u>
Creditors: Amounts falling due within one year	8	0	0
Net Current Assets Less Current Liabilities		<u>39,718</u>	<u>35,360</u>
<b>Total Assets less Current Liabilities</b>		<u><b>39,718</b></u>	<u><b>35,360</b></u>
Funds			
Unrestricted funds		21,660	20,450
Restricted funds		<u>18,058</u>	<u>14,910</u>
<b>Total Fund</b>		<u><b>39,718</b></u>	<u><b>35,360</b></u>

Approved by the Trustees on

02/08/2025 and signed on their behalf by:



**Christina Wilson**  
*Chair*



**Pat Young**  
*Treasurer*

## Notes

(to the accounts for the year ended 31<sup>st</sup> March 2025)

### 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

	£
<b><u>Restricted Income</u></b>	
Pendower Pantry	2,845.69
Newcastle City Council	1,675.00
Community Foundation L Dalton	500.00
Community Foundation Warm Space	3,600.00
St Hildas	2,000.00
Barbour	2,000.00
Heritage & Environment Group	1,440.00
Neighbourly	1,230.00
LGA Foundation	2,000.00
Adelaide Terrace Event	3,911.38
Newcastle Fund	5,000.00
Hill Dickenson	1,000.00
Garfield Weston	10,000.00
AWA	20,000.00
Peoples Health Trust	3,078.00
Street Games	5,400.00
Playscheme Fund	1,770.00
High Sherriff	1,000.00
Lottery Club	110
<b><u>Unrestricted Income</u></b>	
Donation	799
Fundraising	1785
Moneywise	8490
Outing	389
Bank Interest	421
<b>TOTAL</b>	<b>80,444</b>

## 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 Joanne McKenna FCCA.

### 5 Staff Costs

	2025 £	2024 £
Gross Wages	40,634	40,402
Employers National Insurance Costs	<u>2,521</u>	<u>2,521</u>
<b>Total Staff Costs</b>	<b><u>43,155</u></b>	<b><u>42,923</u></b>
Average Number of full time equivalent employees in the year	2	2

technical support, parents and toddlers.

### 6 Fees for Examination of the Accounts

	2025 £	2024 £
Independent examination of the accounts (see Note 4)	<u>500</u>	<u>500</u>

### 7 Cash at Bank & In hand

	2025 £	2024 £
Cash at Bank	39,462	35,139
Petty Cash	<u>256</u>	<u>221</u>
	<b><u>39,718</u></b>	<b><u>35,360</u></b>

### 8 Creditors and Accruals

	2025 £	2024 £
Inland Revenue	<u>0</u>	<u>0</u>



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**Accountant**

**02/08/2025**