

SOUTH HYLTON COMMUNITY PROJECT
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

SOUTH HYLTON COMMUNITY PROJECT

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SOUTH HYLTON COMMUNITY PROJECTTRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2021

The Trustees are pleased to present their report together with the financial statements of the Charity for the year ending 31st March 2022.

Reference and administration details below form part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice "Accounting and Reporting by Charities (Revised 2000)".

Reference and administrative details:

Charity Name:	South Hylton Community Project
Working Name:	The South Hylton Tansy Centre
Website:	www.thetansycentre.org.uk
Charity Number	1097068
Registered Office	The South Hylton Tansy Centre Church Street South Hylton Sunderland SR4 0QD
Correspondence address	C/o The Chair 3 Alma Street South Hylton Sunderland SR4 0QG
Independent Examiners	Reah & McBride Suite 2B North Sands Business Centre Liberty Way Sunderland SR6 0QA
Bankers	Barclays Bank plc 53 Fawcett Street Sunderland SR1 1RS

1. Trustees

Chair	Bill Leach (Advisory Role) - Resigned 25 th October 2022
Secretary	Lesley Etherington - Resigned 30 th October 2022)
Treasurer	Claire Burgess (Brownies) Marie Bamborough Susan Lawson Jodie Robinson (Posh Club) Nicola Todd Sharon Mills Adam Foster (Karate) Anthony Dowd (Karate)

TRUSTEES' REPORT (Continued)

2. Structure, Governance and Management

Governing Document

South Hylton Community Building Project is a Registered Charity governed by its Constitution dated November 2002.

Anyone over the age of 18 can become a full member.

Appointment of Trustees

As set out in the Constitution, the Chair of the Trustees is appointed at the AGM. Trustees on the Management Committee are drawn from any member of the Centre;

Nominees

- 7 members (elected)
- 3 officers
- 3 Co Optees

Individuals

- Co Optees (up to 3 seats)
- Officers (3 seats)

There are a total of 15 seats on the Management Committee and the potential to co-opt an additional three members for their specific skills and expertise.

The Trustees retire on an annual basis. If a vacancy is not contested, the retiring Trustee can, if willing and if such action conforms to the relevant clauses in the Constitution, be deemed to have been reappointed. New Trustees are appointed in line with the relevant section of Clause 7 of the Constitution. Trustees may appoint Trustees to either fill a vacancy, or as an additional Trustee, provided that appointment does not cause the number of Trustees to exceed the number fixed in the Constitution (18) and that such appointments are in line with the relevant sections of the Constitution.

Trustee Induction and Training

New Trustees are provided with a comprehensive induction pack which provides information on their legal obligations under charity and company law, the content of the Constitution, key guidance documents from the Charity Commission website (including guidance in relation to Child Protection and public service delivery by Charities) and the latest governance-related documents available from organisations such as ACEVO. Existing Trustees are regularly updated on any relevant charity law changes affecting their roles.

Organisation

The management committee administers the charity, meeting at least once a month, where all financial and development issues are discussed.

Related Parties

The organisation has a good relationship with other local groups, that provide members of the Management Committee. These are Rainbows, Brownies, Karate, and other User Groups.

TRUSTEES' REPORT (Continued)

3. Objectives of the Charity

The charity was set up in November 2002 with the following objectives;

- a) To promote the advancement of education, social welfare, recreation and leisure time occupation for all residents of South Hylton village and the wider community with the aim of improving the conditions of life for the said inhabitants.
- b) By collaborative efforts with other voluntary and statutory groups and organisations seek the provision and development of a community facility for the use of the people of South Hylton village and the wider community.
- c) To ensure that usage of any community facility provided by efforts of the Project shall be open to all inhabitants of the area of benefit, regardless of ability and without distinction of sex, sexual orientation, race, or of political, religious or other opinions.
- d) To promote such other charitable purposes as may from time to time be determined.

The actions of the charity through the year ensured that we achieved all of those objectives and secured appropriate public benefit.

The main focus for the year has been ongoing fundraising efforts to provide the finance needed to run the Centre.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

4. Management and Governance

The Governance arrangements were established to allow a balanced representation on the management committee. However, as these groups have dissolved over the years it was agreed at the AGM in November 2019 to alter the constitution to allow the committee to be made up from any members who wish to join. Work is in progress on this change.

Any new trustees will receive an induction pack about the charity, our strategic plans and a copy of information leaflets from the Charity Commission. The charity has a risk management policy and this covers several areas including financial risk, child protection issues and trustee liability.

The intention is that the policy will be reviewed within twelve months.

5. Current activities and priorities

The core customers of the Tansy Centre are the Rainbows, Brownies, Karate, Dance Classes, Posh Club (Pensioners of South Hylton) Shared Ambitions, Little Movers, and an IT Drop In, which is held on alternate Tuesday Morning's, Tansy Tots, and Children's Activity Sessions which are held during school holidays.

6. Achievements and performances

During the last year the charity has continued to market the building for a wide range of uses

- Regular bookings from commercial and public sector organisations using the hall and the conference room.
- The Hall has been popular for private parties, consultations, use as the local polling station, holding our holiday clubs, toddler groups, and coffee mornings (Where we welcomed two Ukrainian ladies to our neighbourhood)

TRUSTEES' REPORT (Continued)

- The poppy appeal and Armistice Day parade will once again be hosted at the centre this year, made possible with the help of local volunteers and councillors.
- Our loyal Centre Volunteers, who are also Board members have organised children's activity clubs throughout the holidays which were very successful and oversubscribed.
- Another Board member has set up a new group, and secured funding from the council to run it, the groups looks at older vulnerable residents who were potentially isolated due to the pandemic, the aim is to give them the confidence to meet others in the community again, and attend events in the wider community, this group has proved very popular and has over 20 regular attendees.
- We are currently working on our garden to make it more accessible and inviting to general residents who may not use the centre, but would enjoy sitting in the garden, dog walkers, walkers, and passing cyclists.

7. Investment Policy

The trustees have the power to invest any funds not immediately required for the objectives, to obtain maximum profitability.

8. Financial review

The net outgoings less income for the charity after expenses of £22162 was £(3888) and this represents the net movement for the year on unrestricted funds. At the end of the financial year the free assets of the charity were £87183 and the total funds carried forward were £378365

9. Reserves Policy

The impact of Covid pandemic has impacted on the Trustees reaching a position where we have one year's revenue spend in reserve. They anticipate that this target will be in the region of £25000.

10. Future plans

We continue to hold a peppercorn lease for the former Sea Scouts building at Claxheugh Riverside and this has been used to store equipment, but agreement by the management committees has been reached to end our lease on this building as soon as possible which is currently being used by a section, i.e., Deptford Boatmen and this will be addressed when the management meets again after Covid restrictions are removed

11. Acknowledgments

The work of the volunteers at the Tansy Centre has been, as always commendable throughout the past year. We could not run the centre without them. Their support and continued loyalty has enabled the centre to stay open and keep going in such troubled times. (Thank you: Marie Bamborough, Shirley Smith, Claire Burgess, Lesley Etherington, and Jodie Robinson) Many of the people who fought for and established and ran the centre prior, have sadly passed away, but have left their legacy for us to carry on. (Maureen Moore, and Colin and Edna Rochester] After 20 years of volunteering Shirley Smith has stepped down, but is always returning to help out at events. Her colleague and fellow long term volunteer Marie Bamborough, continues to support many groups in the centre, as well as being a board member, for which we are very thankful.

Bill Leach our acting chairperson has provided advice and guidance, will also be stepping down in the not too distant future, Bill again has provided us with years of much needed support and guidance, for which we are eternally grateful.

Thus the beginning of a new era for the centre, new board members are needed to take the centre forward, to come back from Covid and strive again.

TRUSTEES' REPORT (Continued)

Our aim and focus in the next year will be to grow our board, members and footfall in the centre, and provide what our community are asking for, while adhering to the Centres value and objectives.

Trustees Responsibilities

The trustees have a duty to prepare an Annual Report and Financial Statements that give an accurate picture of the Charity and true and fair view of the Charity's financial position, respectively.

The Annual Report should include an explanation of objects of the Charity and the policies, and any changes to the policies that are in place to further the Charity's objects. The organisational structure should be explained.

A review of the development, activities and achievements as required, highlighting progress made any significant events which took place during the year. Where possible statistical analysis of beneficiaries should be included.

A review of the transactions and the financial position should put the accounts into an accurate perspective in order that they (the accounts) can be readily understood and demonstrate how the Charity aims to achieve its objectives.

In preparing the financial statements the trustees must adopt appropriate accounting policies, stating what they are and that they comply with the Charities Act 1993, Regulations contained therein and the Charity Commissioners' Statement of Recommended Practice. The SORP requires relevant accounting standards to be used in the preparation of financial statements.

Any departures disclosed in the financial statements should be adequately explained.

The trustees are responsible for maintaining proper accounting records which reflect the financial position of the Charity and enable it to fulfil the duties and responsibilities outlined above.

In order to safeguard the assets of the Charity the trustees should implement any reasonable measures and take appropriate action to protect those assets from misappropriation or loss.

By Order of the Trustees

Sharon Mills
Chair

Date:

SOUTH HYLTON COMMUNITY PROJECTINDEPENDENT EXAMINER'S REPORTINDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH HYLTON COMMUNITY PROJECT

I report to the trustees on my examination of the accounts of the South Hylton Community Project for the year ended 31st March 2022.

This report is made solely to the Trust's Trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Trust's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Trust and the Trustees as a body, for my work or for this report.

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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a fair and 'true view' which is not a matter considered as part of an independent examination.

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

Derek Reah

REAH & McBRIDE, Certified Accountants

Suite 2B
North Sands Business Centre
Liberty Way
Sunderland
SR6 0QA

Date:

SOUTH HYLTON COMMUNITY PROJECTSTATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2022

	<u>Note</u>	<u>Building Project - Capital</u>	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>Total 2022</u>	<u>Total 2021</u>
INCOMING RESOURCES						
Incoming resources from generated funds:						
Voluntary income:						
Donation and grants	2.	-	-	1700	1700	250
Activities for generating funds:		-	13264	15970	29234	42330
Investment Income		-	-	4	4	17
		-----	-----	-----	-----	-----
TOTAL INCOMING RESOURCES		-	13264	17674	30938	42597
		=====	=====	=====	=====	=====
RESOURCES EXPENDED						
Cost of generating funds						
Charitable activities		25784	13934	21298	61016	78167
Fundraising costs		-	-	-	-	200
Governance costs		-	-	864	864	846
		-----	-----	-----	-----	-----
TOTAL RESOURCES EXPENDED	3.	25784	13934	22162	61880	79213
		=====	=====	=====	=====	=====
NET INCOMING/(OUTGOING) RESOURCES		(25784)	(670)	(4488)	(30942)	(36616)
Gross transfers between funds		-	(600)	600	-	-
		-----	-----	-----	-----	-----
NET MOVEMENT OF FUNDS		(25784)	(1270)	(3888)	(30942)	(36616)
Total funds brought forward		310486	7750	91071	409307	445923
		-----	-----	-----	-----	-----
Total funds carried forward		284702	6480	87183	378365	409307
		=====	=====	=====	=====	=====

SOUTH HYLTON COMMUNITY PROJECT

BALANCE SHEET AS AT 31ST MARCH 2022

	<u>Note</u>	<u>2022</u>	<u>2021</u>
FIXED ASSETS			
Tangible assets	6.	291647	320767
CURRENT ASSETS			
Bank balances		88444 -----	108448 -----
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	7.	1726 -----	19908 -----
NET CURRENT ASSETS		86718	88540
		----- 378365 =====	----- 409307 =====
Total funds		378365 =====	409307 =====

As trustees we hereby approved these accounts

.....
Chairperson

.....
Secretary

.....
Date

CHARITY NO: 1097068

SOUTH HYLTON COMMUNITY PROJECT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES

a) Preparation of Accounts

The financial statements are prepared under the historical cost convention and in accordance with relevant accounting standards. Also the Charity Commissioners for England and Wales Statement of Recommended Practice has been followed in the preparation of the financial statements.

(b) Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donations and Voluntary Income

These items are accounted for gross when received.

Grants Receivable

Grants for immediate expenditure are accounted for when they become receivable. Grants received for designated funds are treated as restricted funds and, if restricted to a future accounting periods, are deferred and recognised in those future periods.

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generated funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the cafe.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage as set out in Note 4.

e) Realised and Unrealised Gains and Losses

All realised gains and losses are reflected in the financial statements.

SOUTH HYLTON COMMUNITY PROJECTNOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022 (Continued)1. ACCOUNTING POLICIES (Continued)f) Fixed Assets

Fixed assets for use by the charity are capitalised at cost on acquisition or market value, estimated by the trustees, where those assets are donated. Assets are stated in the accounts at cost or original value less depreciation.

Depreciation is calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives using the following bases:

Building	4% on cost
Equipment	25% on cost

g) Operating Leases

Rentals applicable to operating leases where all of the benefits and risks of ownership remain substantially with the lesser are charged to the income and expenditure account as incurred.

2. DONATIONS AND GRANTS

	<u>2022</u>	<u>2021</u>
City of Sunderland	750	-
Local community and other donations	28484	43330
Donation	1700	250
	-----	-----
	30934	43580
	=====	=====

3. TOTAL RESOURCES EXPENDED

	<u>Basis of Allocation</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Building Project - Capital</u>	<u>Total 2022</u>	<u>Total 2021</u>
Activity costs	Direct	435	12078	-	12513	4500
Travel	Direct	-	-	-	-	1390
Depreciation	Usage	3053	1856	25784	30693	30536
Mini bus proceeds repaid	Direct	-	-	-		19044
Donations	Direct	350	-	-	350	30
Management and administration	Direct	17460	-	-	17460	22667
Professional fees	Direct	864	-	-	864	846
		-----	-----	-----	-----	-----
		22162	13934	25784	61880	79013
		=====	=====	=====	=====	=====

SOUTH HYLTON COMMUNITY PROJECT

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022 (Continued)

4. TRANSFER BETWEEN FUNDS

The transfer represents funds transferred as relating to unrestricted activities.

5. TANGIBLE FIXED ASSETS

	<u>Building</u>	<u>Equipment</u>	<u>Total</u>
<u>COST/VALUATION</u>			
At 1st April 2021	653187	51114	704301
Additions	-	1573	1573
	-----	-----	-----
At 31st March 2022	653187	52687	705874
	=====	=====	=====
 <u>DEPRECIATION</u>			
At 1st April 2021	337663	45871	383534
Charge for the year	27347	3346	30693
	-----	-----	-----
At 31st March 2022	365010	49217	414227
	=====	=====	=====
 <u>NET BOOK VALUE</u>			
At 31st March 2022	288177	3470	291647
	=====	=====	=====
At 31st March 2021	315524	5243	320767
	=====	=====	=====

All fixed assets are used solely in pursuance of the charity's objectives.

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2022</u>	<u>2021</u>
Creditors	-	19044
Accruals	1726	864
	-----	-----
	1726	19908
	=====	=====

7. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Building Project Capital</u>	<u>Total 2022</u>	<u>Total 2021</u>
Tangible fixed assets	6404	1504	283739	291647	320767
Creditors	(1726)	-	-	(1726)	(19908)
Bank	82505	4976	963	88444	108448
	-----	-----	-----	-----	-----
	87183	6480	284702	378365	409307
	=====	=====	=====	=====	=====