

Charity registration number 1108131

Company registration number 05235539 (England and Wales)

ST MARTIN'S CENTRE PARTNERSHIP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

ST MARTIN'S CENTRE PARTNERSHIP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr G Dunn
Mr G Park
Mr T Lennox
Miss J Harris
Mr K Edgell
Mrs L Williams
Reverend J Sadler

Charity number

1108131

Company number

05235539

Registered office

St Martin's Centre
Roman Avenue
Byker
Newcastle upon Tyne
Tyne and Wear
England
NE6 2RJ

Independent examiner

Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
England
NE2 1TJ

Bankers

Unity Trust Bank Plc
Four Brindley Place
Birmingham
B1 2JB

ST MARTIN'S CENTRE PARTNERSHIP

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ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees are pleased to present their annual directors' report with the unaudited financial statements of the charity for the year ended 31 March 2024, which are also prepared to meet the requirement of a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their annual accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

St Martin's Centre was completed in 2006 and is a large, bright space consisting of four multipurpose rooms, a coffee shop, a kitchen, nursery and a church. Situated on the border of Byker and Walker in Newcastle upon Tyne, the centre provides a facility which is used by all sections of this community as a safe meeting and learning place.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects as set in the Governing Document are:

- to promote the physical, intellectual and social development of young children, particularly those who are disadvantaged, to ensure that they are ready to flourish when they go to school;
- to promote the benefit of the inhabitants of the City of Newcastle upon Tyne, and in particular the East End of that City (the area of benefit) by associating together the local inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants;
- to advance the Christian religion;
- to establish or secure the establishment of a Community Centre and to manage and to maintain the same and to do all such things as are usually carried out in such a centre in furtherance of these aims.

The Charity fulfils these objects by:

- The delivery of children's services specifically for the local community in liaison with partners, including Children and Families Newcastle East, through which the Charity seeks to provide opportunities for personal and social development of children and their families to address issues that affect their lives and maximise opportunities for children;
- The provision of quality childcare in St Martin's Centre Nursery, providing term time day care for local children aged between two and five;
- Providing volunteering and training opportunities, principally in the coffee shop and nursery, to help local people move closer to employment, increase their skill set and confidence levels.
- Delivering a wide timetable of activities for older people, providing a welcoming environment where people feel supported and new friendships are made.
- The provision of outreach support to those who are most vulnerable in our community, and the provision of food parcels for families and individuals in their time of need.
- Working in a wide number of partnerships, including statutory bodies and other voluntary sector organisations, and in consultation with the local community to provide facilities and activities to increase awareness and opportunities for residents of all ages.
- St Martin's Centre incorporates St Martin's Church and the centre works in partnership with the church, although the charity does not promote any religion and the centre is welcoming to people from all faiths or none.
- In addition to delivering the Charity's own activities and services, space within the centre is also available to hire by local organisations, thereby maximising the use of the space and providing the best possible facilities for local residents. The Charity aims to include services and activities for all age ranges, cultures, circumstances and abilities.

The mission of St Martin's Centre Partnership is to work with local people to live happy, healthy and safe lives.

Significant activities

The trustees approved a revised business plan, which outlined the programme of activities and development areas for the year. This focused mainly on the continued support for the community during the ongoing cost-of-living crisis and the development and adaptation of projects to respond to the needs of our community. These are highlighted in more detail below:

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Children and families

Following the 'outstanding' judgement in July 2022, St Martin's Centre Nursery has worked hard to maintain the same level of service, maximising the opportunity for children to reach their potential and be in the best possible position to start school. The number of children with special educational needs continues to be high compared to pre-pandemic levels and we employ a SENCO Leader and a specialist SEN Early Years Practitioner to provide one-to-one focused activities with the children in the nursery and ensure each child can access the maximum amount of support available during their time with us as well as providing support to the families. Daily attendance at the nursery is good, with an average attendance of 78% for the year.

The funding for our work with young children in the centre came to an end; however in recognition of the need of this provision, we have continued to offer a 'Stay and Play' session for parents with young children funded from our reserves. This has been well attended during the year, with an average of 32 each session.

Volunteering

Volunteers receive a full induction and training, relevant to their role in the centre. Opportunities are available in the coffee shop, nursery, older people's groups and young children's activities. We are a small staff team and recognise that without volunteers we would not be able to offer the wide range of services and activities that we do. We also understand the beneficial impact volunteering has on the volunteers themselves, with improved confidence, feelings of wellbeing and skills gained. An amazing 993 hours (2023:582 hours) were donated by volunteers in the year, equivalent to 0.5 FTE post.

Older People and Befriending and Wellbeing Project

We offer a full in-house timetable of activities for older adults, including exercise classes, social groups, IT support groups, hot meal provision and trips and excursions. On average, we welcome 76 (2023:65) older adults to the groups each week. This work is funded by the Kellett Fund through the Community Foundation serving Tyne & Wear and Northumberland.

We are into our second year of funding from Henry Smith Charity to develop and deliver our Befriending and Wellbeing project, which was identified as a need through our outreach work during the pandemic. The project is going well, with social prescribers referring those most in need for friendship and support in their own home. The funding also includes the continued provision of food parcels to families and individuals, with 613 parcels distributed in the year.

From September 2023 with funding through Search Newcastle, we have held a fortnightly Memory Tea session for those diagnosed with dementia. With a variety of activities and trips, this relaxed group is proving extremely beneficial, both to people living with dementia and their carers.

Towards the end of the year, we secured additional funding from the Pargiter Trust, together with the Pamela and Dorothy Denham, Joseph Brough Charitable Trust, Brian & Margaret Thompson and Pamela Denham Grassroots funds, all through the Community Foundation serving Tyne & Wear and Northumberland, to extend the provision with new physical activity classes. The introduction of Zumba Gold and Gentle Circuits has proven popular.

The Avenue coffee shop

The Avenue coffee shop reopened in May 2023 with the appointment of a new Catering Manager. The Avenue is at the heart of the centre, offering affordable, delicious meals, snacks, barista coffees and drinks as well as a place to feel welcomed and make new friends.

Cost of living crisis

In November 2023, we received funding from the Community Organisations Cost of Living Fund delivered by the National Lottery to support our community with the cost-of-living crisis as well as funding towards our own increased costs. The community support included free snacks and drinks in the coffee shop (with 1,487 free snacks provided) and the provision of 70 Christmas hampers with food and gifts delivered to families and individuals most in need.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Public benefit

When planning the activities for the year, the trustees have regard to the Charity Commission's guidance on public benefit. St Martin's Centre runs activities and programmes for all age ranges and the services are open to all members of the local community.

The people accessing our services benefit directly through the services and activities we provide. Through participation in our programmes and activities they develop the skills and confidence to be able to make positive choices and are able to increase their living standards and health and wellbeing. Working with our staff they are able to identify barriers to success and develop the skills and strategies to overcome them and progress into education, employment, volunteering or training. They are able to form better relationships with peers and families and work towards contributing to the local community in a positive way. This also benefits the family and the local community.

Over 97% of income for nursery places was derived from the government 2-year-old offer or the 3-5-year-old offer, with the balance in the form of fees. This demonstrates the level of deprivation in the area we serve.

The Centre has arguably benefited the public more these last four years than at any other time in its history. This has been at a time when people have been most in need and some alternative areas of support have been closed to them. We have extended our reach, been flexible in our delivery and secured sufficient funding to be able to carry this out.

Volunteers

St Martin's Centre has a volunteering policy in place, together with volunteer agreements and staff policies which also relate to volunteers. During the year we worked with 29 volunteers (2023:20), with 17 active volunteers at the year end. Currently we have 19 active volunteers.

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Our general activities within the centre are driven by the community around us in Byker and Walker, Newcastle upon Tyne, and we offer a wide range of activities for all age groups, such as the under-five play groups, nursery provision for two to five year olds, baby socials and breastfeeding support groups. For the over 55s, we offer a weekly nutritious, home-made lunch and social/support groups to tackle the key problem of social isolation amongst the elderly within Byker and Walker. We have extended our provision with a new outreach Befriending and Wellbeing project, providing social support for people in their homes and the continued provision of food parcels to those most in need via referrals from social prescribers, schools, GPs and local organisations. We also offer a volunteering project, providing skill building, training and volunteering experience in a professional workplace for local people. We work closely with Children and Families Newcastle East, targeting those families most in need of our services. We are a dynamic and evolving centre that looks to identify the need within our community and develop services appropriately.

FINANCIAL REVIEW

Financial dependency

St Martin's Centre continues to be influenced by the uncertainty of financial support to the voluntary sector and the cost-of-living crisis. However, the charity has received sufficient income to operate its essential services and support core costs, including from Newcastle City Council for Children and Families Newcastle East activities, room hire contributions and payments under government offers for nursery occupancy.

In addition to this income, the centre has benefited from the support of many funders in the year, including the Henry Smith Charity, Garfield Weston Foundation, the Kellett Fund at the Community Foundation Tyne & Wear and Northumberland, the Greggs Foundation, the Community Organisations Cost of Living Fund delivered by The National Lottery Community Fund, the Pargiter Trust at the Community Foundation Tyne & Wear and Northumberland, Search Newcastle, Winn Group, Shepherds Offshore and the Pamela and Dorothy Denham, Joseph Brough Charitable Trust, Brian & Margaret Thompson and Pamela Denham Grassroots funds at the Community Foundation Tyne & Wear and Northumberland.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Investment policy and objectives

The fund balances carried forward at 31 March 2024 show a surplus total of £357,509 (2023: £354,148). An operating surplus at 31 March 2024 amounting to £3,361 (2023: £56,700) is shown in the Statement of Financial Activities.

The majority of funds are to be spent in the short term, so there are few funds for long term investment; however excess funds are deposited in an interest-bearing instant access account.

Reserves policy

The Charity currently has a contingency fund of reserves and any interest accrued is applied to the work of the charity.

At 31 March 2024 the free reserves amounted to £257,599 (2023: £258,352). The trustees agreed a new reserves policy in May 2024, which comprises of a cessation reserve together with an income risk reserve. The cessation reserve includes potential redundancy costs and exit costs for leases and contracts and the income risk reserve is based on three months' worth of unrestricted running costs. These combine to give a target reserve at the year end of £248.7k. We are holding reserves slightly above this level; however we expect the level of unrestricted reserves to fall in the new financial year, given the increased competition on funding streams, the continued impact of inflation and the cost-of-living crisis and the reduction in self-generated income from room hire.

Designated reserves

The trustees had previously designated £10,000 to spend on marketing and a new website. The majority of this has been spent in the year, with a new website recently launched and new signage for the centre and nursery. The balance of £2,886 will be carried forward for a further year to cover any final costs associated with the website and marketing. In addition, designated reserves include the capital asset fund, which represents the net book value of assets purchased using specific grant funding.

Insurance

St Martin's Centre Partnership used Ecclesiastical Insurance plc as the main insurers for the year and Victor Insurance as the insurers for the nursery.

Political contributions

The Charity made no political contributions during the year.

Policy of payments of creditors

It is St Martin's Centre's policy to pay all suppliers within their settlement terms.

Pension Commitment

St Martin's Centre Partnership has a pension scheme arrangement with Royal London and makes employer's contributions to the scheme. Membership is offered to all staff and includes death-in-service cover. The company also has a NEST scheme to meet its auto enrolment duties.

PLANS FOR FUTURE PERIODS

Plans for the future are based around the consolidation of our existing delivery and extending our reach to ensure more people can access the activities, groups and support on offer. We are hoping to secure funding for a new early-years project, which will provide early intervention for young children with speech and language delay, as well as providing in-depth support for families who have children with additional needs.

Our infrastructure will be further strengthened through contracting with a HR and Health and Safety support organisation. A full review of policies and health and safety procedures will take place to ensure we meet with best practice.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity's governing documents are its Memorandum and Articles of Association, which constitute the charity as a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity's full name is St Martin's Centre Partnership. It is a registered charity in the United Kingdom, Charity No: 1108131 and a company limited by guarantee, registered in England No: 05235539.

Recruitment and appointment of new trustees

Trustees may from time to time appoint a new member of the charity as a trustee, whether to fill a casual vacancy or by way of addition to the Board, provided that the appointment does not cause the number of trustees to exceed the maximum number allowed. Trustees are appointed for three years and are eligible for re-election for further three-year terms.

Organisational structure

The charity is managed by a Board of Trustees together with a Finance Sub-Committee. Both of these meet bi-monthly. The Chief Executive and Director of Finance and Business Development attend meetings of the Board of Trustees and the sub-committee but have no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rests with the Chief Executive. The Chief Executive is responsible for ensuring that the charity delivers the services agreed by the Board of Trustees and ensuring adequate support and supervision of the staff team.

Induction and training of new trustees

When recruiting trustees, the Board looks for individuals with skills and experience which are of value to St Martin's Centre and which may not be represented by existing trustees. Trustees are recruited through advertisement or by recommendation, personal invitation, representatives from partnerships, or from current or historic service users. Anyone wishing to become a trustee is required to undergo a check with the Disclosure and Barring Services (DBS) at enhanced level and sign a declaration that they are not debarred from holding office. After appointment all new trustees go through an induction led by staff and board members.

Key management remuneration

The trustees consider the board of trustees, senior staff and in particular the Chief Executive and the Director of Finance and Business Development as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day-to-day basis. Other key personnel during the year include the Befriending and Wellbeing Manager and Nursery Manager. All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee expenses, key management remuneration and related party transactions are disclosed in notes 9, 10 and 22 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the charity's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's key management is reviewed annually. The remuneration is also bench-marked with charities of a similar size and activity to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Chief Executive presents a risk register to the Board of Trustees annually. Services delivered to children, young people and vulnerable adults are risk assessed in accordance with the appropriate guidelines before commencement of any activity.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr G Dunn

Mr G Park

Mr T Lennox

Miss J Harris

Mr K Edgell

Mrs L Williams

Reverend J Sadler

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' report was approved by the Board of Trustees.

Mr G Dunn

Trustee

13 November 2024

ST MARTIN'S CENTRE PARTNERSHIP

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ST MARTIN'S CENTRE PARTNERSHIP

I report to the trustees on my examination of the financial statements of St Martin's Centre Partnership (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants of England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Michael Moran FCA

Robson Laidler Accountants Limited

Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
NE2 1TJ
England

Dated: 21 November 2024

ST MARTIN'S CENTRE PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Current financial year		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes				
Income and endowments from:					
Donations and legacies	2	34,972	237,407	272,379	304,530
Other trading activities	3	287,585	-	287,585	285,720
Investments	4	6,815	-	6,815	2,501
Other income	5	10,218	-	10,218	5,837
Total income		<u>339,590</u>	<u>237,407</u>	<u>576,997</u>	<u>598,588</u>
Expenditure on:					
Charitable activities	6	353,968	219,668	573,636	539,114
Other expenditure	11	-	-	-	2,774
Total expenditure		<u>353,968</u>	<u>219,668</u>	<u>573,636</u>	<u>541,888</u>
Net income/(expenditure) and movement in funds		(14,378)	17,739	3,361	56,700
Reconciliation of funds:					
Fund balances at 1 April 2023		<u>308,755</u>	<u>45,393</u>	<u>354,148</u>	<u>297,448</u>
Fund balances at 31 March 2024		<u>294,377</u>	<u>63,132</u>	<u>357,509</u>	<u>354,148</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

ST MARTIN'S CENTRE PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Prior financial year		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes			
Income and endowments from:				
Donations and legacies	2	37,952	266,578	304,530
Other trading activities	3	285,720	-	285,720
Investments	4	2,501	-	2,501
Other income	5	5,837	-	5,837
Total income		<u>332,010</u>	<u>266,578</u>	<u>598,588</u>
Expenditure on:				
Charitable activities	6	303,911	235,203	539,114
Other expenditure	11	-	2,774	2,774
Total expenditure		<u>303,911</u>	<u>237,977</u>	<u>541,888</u>
Net income and movement in funds		28,099	28,601	56,700
Reconciliation of funds:				
Fund balances at 1 April 2022		<u>280,656</u>	<u>16,792</u>	<u>297,448</u>
Fund balances at 31 March 2023		<u>308,755</u>	<u>45,393</u>	<u>354,148</u>

ST MARTIN'S CENTRE PARTNERSHIP

BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	13		27,393		31,900
Current assets					
Stocks	14	1,131		481	
Debtors	15	20,192		35,253	
Cash at bank and in hand		334,567		305,695	
		355,890		341,429	
Creditors: amounts falling due within one year	16	(25,774)		(19,181)	
Net current assets			330,116		322,248
Total assets less current liabilities			357,509		354,148
Net assets excluding pension liability			357,509		354,148
The funds of the charity					
Restricted income funds	20	63,132		45,393	
Unrestricted funds		294,377		308,755	
		357,509		354,148	

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 13 November 2024

Mr G Dunn
Trustee

Company registration number 05235539 (England and Wales)

ST MARTIN'S CENTRE PARTNERSHIP

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	22		23,875		24,847
Investing activities					
Purchase of tangible fixed assets		(1,818)		(4,103)	
Investment income received		6,815		2,501	
Net cash generated from/(used in) investing activities			4,997		(1,602)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			28,872		23,245
Cash and cash equivalents at beginning of year			305,695		282,450
Cash and cash equivalents at end of year			334,567		305,695

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

St Martin's Centre Partnership is a charity incorporated as a company limited by guarantee in England and Wales. The registered office is St Martin's Centre, Roman Avenue, Byker, Newcastle upon Tyne, Tyne and Wear, NE6 2RJ, England.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations are received by way of grants and donations and are included in full in the statement of financial activities when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, and it is probable that the income will be received and the amount can be measured reliably.

Grants and other income received in advance of the period to which they relate are treated as deferred income if the related expenditure cannot be incurred until the future period. Deferred income is included within liabilities in the balance sheet.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Charitable expenditure comprises all costs of activities in furtherance of the objects of the charity.

1.6 Tangible fixed assets

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	25% reducing balance basis
Fixtures and fittings	15% on reducing balance
Computer equipment	33% on reducing balance

Assets are capitalised where it is expected that they will be in use for a number of years. Assets costing below £25 will not be capitalised. An impairment review of fixed assets is conducted annually.

1.7 Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.10 Retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

1.11 Short term debtors and creditors

Debtors and creditors with no interest rate which are receivable or payable within one year are recorded at transaction price. Any loss arising from impairment are recognised immediately in profit and loss.

1.12 Volunteers

St Martin's Centre Partnership benefits from the time and skills of volunteers in all areas of operational delivery. In accordance with the Charities SORP (FRS 102) this time is not recognised as a value in the accounts. Further information on volunteer contribution is included in the Report of the Trustees.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £	2023 £
Grants	34,972	237,407	272,379	37,952	266,578	304,530
Grants receivable for core activities						
Children and Families Newcastle East	34,972	-	34,972	37,952	-	37,952
The Pargiter Trust	-	3,471	3,471	-	-	-
Henry Smith Charity - Core Costs	-	60,000	60,000	-	60,000	60,000
Henry Smith Charity - Covid-19	-	39,200	39,200	-	37,200	37,200
Garfield Weston Foundation	-	30,000	30,000	-	30,000	30,000
Community Foundation - General Fund	-	6,418	6,418	-	-	-
National Lottery- Community Organisations COL Fund	-	40,095	40,095	-	-	-
Government Grants	-	-	-	-	45,577	45,577
Kellett Fund	-	30,000	30,000	-	30,000	30,000
The Greggs Foundation	-	20,000	20,000	-	20,000	20,000
Other	-	8,223	8,223	-	43,801	43,801
	34,972	237,407	272,379	37,952	266,578	304,530

Government grants

Income from governments grants in the year comprise of grant funding from the Community Organisations Cost of Living Fund delivered by the National Lottery Community Fund £40,095 (2023 : £Nil), the Newcastle Fund via Newcastle City Council for the delivery of the Volunteering Project, totalling £Nil (2023 : £29,077) and funding from Newcastle City Council to support the Warm Hub £Nil (2023 : £16,500). Governments grants totalled £Nil (2023 : £45,577).

Other unanalysed grants

Other grant income in the year comprises of funding from Winn Group £2,000, Christmas Appeal £1,223 and Search Newcastle £5,000.

Other grant income in the prior year comprises of funding from The Newcastle Building Society £3,000, Willan Trust totalling £10,000, Children in Need £10,383, Children in Need Money Heroes £1,000, the National Lottery totalling £4,141, the Ringtons Fund totalling £5,500, Christmas Appeal totalling £3,267, Esmee Fairbairn grant £2,500, Connected Voice totalling £4,000, the Emergency Fund totalling £10,

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

3 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Nursery income	258,533	268,459
Café income	19,164	2,328
Contributions from user groups	9,888	14,933
	<u> </u>	<u> </u>
Other trading activities	287,585	285,720
	<u> </u>	<u> </u>

4 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	6,815	2,501
	<u> </u>	<u> </u>

5 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other income	10,218	5,837
	<u> </u>	<u> </u>

Other income comprises of miscellaneous income totalling £10,218 (2023: £5,837).

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

6 Expenditure on charitable activities

	Charitable expenditure 2024 £	Charitable expenditure 2023 £
Direct costs		
Staff costs	422,835	403,625
Depreciation and impairment	6,322	7,389
Rates and water	7,174	3,198
Insurance	2,289	2,698
Light and heat	13,663	12,369
Telephone and ICT	1,534	1,390
Postage and stationery	5,465	5,531
Sundries	82,434	68,972
Training	2,735	3,236
Repairs and renewals	20,322	20,202
Bank charges	399	276
Travelling	5,944	7,828
	<u>571,116</u>	<u>536,714</u>
Share of support and governance costs (see note 7)		
Governance	2,520	2,400
	<u>573,636</u>	<u>539,114</u>
Analysis by fund		
Unrestricted funds	353,968	303,911
Restricted funds	219,668	235,203
	<u>573,636</u>	<u>539,114</u>

7 Support costs

	Support costs £	Governance costs £	2024 £	2023 £
Accountancy	-	2,520	2,520	2,400
	<u>-</u>	<u>2,520</u>	<u>2,520</u>	<u>2,400</u>
Analysed between Charitable activities	-	2,520	2,520	2,400
	<u>-</u>	<u>2,520</u>	<u>2,520</u>	<u>2,400</u>

Governance costs includes payments to the independent examiners of £2,520 (2023: £2,400) for independent examination fees.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

8	Net movement in funds	2024	2023
		£	£
	The net movement in funds is stated after charging/(crediting):		
	Depreciation of owned tangible fixed assets	6,322	7,389
	Loss on disposal of tangible fixed assets	-	2,774
		<u> </u>	<u> </u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Trustees' expenses

No expenses were reimbursed for travelling expenses during this or the prior period.

10 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Management and administration staff	4	5
Project staff	4	4
Nursery staff	12	12
Support staff	2	2
	<u> </u>	<u> </u>
Total	22	23
	<u> </u>	<u> </u>

Employment costs

	2024	2023
	£	£
Wages and salaries	389,440	373,481
Social security costs	22,531	20,699
Other pension costs	10,864	9,445
	<u> </u>	<u> </u>
	422,835	403,625
	<u> </u>	<u> </u>

Pension costs

The charity operates two defined contribution pensions schemes. £10,864 has been recognised in the SOFA as an expense (2023: £9,445).

Key management

Key management personnel of the charity are the trustees and senior staff and in particular the Chief Executive and the Director of Finance. The remuneration of all senior staff totalled £150,726 (2023: £119,783).

There were no employees whose annual remuneration was more than £60,000.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

11 Other

	Total	Restricted funds
	2024	2023
	£	£
Net loss on disposal of tangible fixed assets	-	2,774
	-	2,774

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible fixed assets

	Plant and machinery	Fixtures and fittings	Computer equipment	Total
	£	£	£	£
Cost				
At 1 April 2023	17,013	74,880	9,602	101,495
Additions	756	-	1,062	1,818
At 31 March 2024	17,769	74,880	10,664	103,313
Depreciation and impairment				
At 1 April 2023	13,901	50,862	4,835	69,598
Depreciation charged in the year	857	3,600	1,865	6,322
At 31 March 2024	14,758	54,462	6,700	75,920
Carrying amount				
At 31 March 2024	3,011	20,418	3,964	27,393
At 31 March 2023	3,113	24,019	4,768	31,900

14 Stocks

	2024	2023
	£	£
Stocks	1,131	481

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

15 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	7,033	18,523
Other debtors	6,555	11,585
Prepayments and accrued income	6,604	5,145
	<u>20,192</u>	<u>35,253</u>

16 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	5,587	5,879
Trade creditors	5,678	5,993
Accruals and deferred income	14,509	7,309
	<u>25,774</u>	<u>19,181</u>

Included within accruals and deferred income is deferred income of £322 (2023 : £467) relating to event income received in advance.

17 Retirement benefit schemes

	2024	2023
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>10,864</u>	<u>9,445</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

18 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Movement in funds			
	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024
	£	£	£	£
Community Family Hub	-	34,972	(34,972)	-
General - Nursery	4,950	258,533	(259,843)	3,640
Cafe and Hospitality	-	19,164	(19,164)	-
Capital asset fund	3,553	-	(694)	2,859
Marketing reserve	10,000	-	(7,114)	2,886
	<u>18,503</u>	<u>312,669</u>	<u>(321,787)</u>	<u>9,385</u>

Purpose of Designated Funds

Community Family Hub

Funds received to run family hub activities from the centre.

General-Nursery

Funds received from Newcastle City Council under the Government's 2 and 3-year-old offers for childcare places, together with a small amount of private fees from parents/carers.

Café and hospitality

Income and expenditure from The Avenue coffee shop in the centre, together with hospitality provided to room bookings.

Capital Asset Fund

This fund has been set up to represent the net book value of capital assets purchased from restricted funding received from the Fresh Ideas Fund. It is being reduced each year in line with the charity's depreciation policy.

Marketing Reserve

The trustees have designated funds to spend on a new website and improved marketing.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

19 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	27,393	-	27,393
Current assets/(liabilities)	266,984	63,132	330,116
	<u>294,377</u>	<u>63,132</u>	<u>357,509</u>
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 March 2023:			
Tangible assets	31,900	-	31,900
Current assets/(liabilities)	276,855	45,393	322,248
	<u>308,755</u>	<u>45,393</u>	<u>354,148</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

20 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds			
	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024
	£	£	£	£
Henry Smith Charity - Core costs	-	60,000	(60,000)	-
Henry Smith Charity - Covid-19	16,952	39,200	(40,969)	15,183
Newcastle Building Society	352	-	(352)	-
Garfield Weston Foundation	15,000	30,000	(20,000)	25,000
Kellett Fund	6,933	30,000	(27,153)	9,780
The Pargiter Trust	-	3,470	(649)	2,821
Ringtons Fund	5,500	-	(5,500)	-
Search Newcastle	-	5,000	(2,917)	2,083
Winn Group	-	2,000	(343)	1,657
Community Foundation - general	-	6,419	-	6,419
The Greggs Foundation	-	20,000	(20,000)	-
National Lottery- Community Organisations COL Fund	-	40,095	(40,095)	-
Emergency Fund	656	-	(467)	189
Christmas Appeal	-	1,223	(1,223)	-
	45,393	237,407	(219,668)	63,132

Purpose of Restricted Funds

Henry Smith Charity - Core costs

Three-year funding received to contribute towards the core costs of the centre.

Henry Smith Charity - Covid - 19

Three year funding received to develop and deliver the Befriending and Wellbeing Project

Newcastle Building Society

Funding to cover the salary and ingredient cost of running the warm hub over the winter months.

Garfield Weston Foundation

One-year contribution to the core costs of the centre.

Kellett Fund at the Community Foundation Tyne & Wear and Northumberland

Two-year continuation funding enabling the expansion and continuing services and activities offered to older adults within our community.

Ringtons Fund

St Martin's Centre was Ringtons' charity of the year for 2022, with Ringtons staff carrying out fundraising activities. The amount raised was matched by the Ringtons Fund. The funding was unrestricted and used to provide additional activities for older adults and to support the Emergency Fund.

Greggs Foundation

One-year contribution to the core costs of the centre.

Emergency Fund

Funds generated through fundraising and utilised to provide emergency supplies to families most in need.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

20 Restricted funds

(Continued)

Christmas Appeal

Funds generated from the public and local organisations to provide Christmas hampers containing food and gifts to families most in need.

Pargiter Trust and Community Foundation - general, (Pamela and Dorothy Denham, Joseph Brough Charitable Trust, Brian & Margaret Thompson and Pamela Denham Grassroots funds) at the Community Foundation Tyne & Wear and Northumberland

Funding provided to extend the provision of physical activities for older adults.

Search Newcastle

Funding to operate bi-monthly Memory Teas for people living with dementia and their carers.

Winn Group

The funding was used to provide items within the Emergency Fund and to extend our provision around the cost-of-living crisis.

National Lottery - Community Organisations Cost of Living Fund

Delivered by The National Lottery Community Fund, this project supported our community through a second winter of the cost-of-living crisis, as well as funding our own increased costs.

21 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

22 Cash generated from operations

	2024 £	2023 £
Surplus for the year	3,361	56,700
Adjustments for:		
Investment income recognised in statement of financial activities	(6,815)	(2,501)
(Gain)/loss on disposal of tangible fixed assets	-	2,774
Depreciation and impairment of tangible fixed assets	6,322	7,389
Movements in working capital:		
(Increase) in stocks	(647)	(336)
Decrease/(increase) in debtors	15,061	(1,045)
Increase in creditors	6,593	7,007
(Decrease) in deferred income	-	(45,141)
Cash generated from operations	23,875	24,847