

# **Chopwell Community Association**

(A Company Limited by Guarantee)

## **Trustees Report and Financial Statements For The Year Ended 30 November 2022**

Charity No. 1108466

Company Registration No. 05293946

## Legal and Administrative Information

Name: **Chopwell Community Association**

Reg'd Charity No: 1108466

Trustees: Councillor Michael McNestry  
Councillor Lynne Caffrey  
Mrs Barbara Heslop

Address: Chopwell Community Centre  
Derwent Street  
Chopwell  
Newcastle upon Tyne  
NE17 7HS

Bankers: Lloyds Bank

Independent  
Examiner: Mark Thompson MAAT  
42 Lesbury Road  
Newcastle upon Tyne  
NE6 5LB

## **Trustees Annual Report**

### **For the year ended 30 November 2022**

The trustees present their report and accounts for the year ended 30 November 2022

#### **Objectives and Activities**

To promote, provide and maintain the facilities of the Charity for the benefit of the inhabitants of the area, without distinction of sex, or of political, religious and other opinions by association together the inhabitants, voluntary organisations and other organisation in a common effort to advance education, health and welfare, recreation and leisure time, activities with the object of improving the conditions of life for the said inhabitants; and

To continue to maintain and manage Chopwell Community Centre for the benefit of the area, in co-operation with the local authority and voluntary organisations.

#### **Ensuring our work delivers our aims**

We ensure that our work reflects our aims and meets the requirements of our stated purpose by delivering for the widest possible public benefit, as set out in the Charity Commission guidance

#### **Governance and Structure**

As well as being a Community Association we are a company limited by guarantee and a Charity.

As such the Association have both a general Management Committee and members who act as both Trustees and Company Directors.

Each Group using the Community Centre is able to nominate representatives to the Management Committee as is Gateshead Council.

Trustees and Directors are volunteers from the General Committee who meet the qualifications for being both Directors and Trustees.

During the year the Trustees carried out an organisational health Check and decided that, as part of a sustainability plan, the administration of the organisation needed to be strengthened, by the employment of a deputy manager. There is also to be a recruitment drive for new volunteers and new trustees. Plus extra fundraising efforts to secure long term funding for the Youth Club attached to the Centre.

#### **Business Review and Maintaining our Assets**

The Trustees, Directors and Management Committee review the core business of the Association on an annual basis and make decisions regarding: marketing and new markets, fundraising, the maintenance of the fabric of the building, the buying of new assets and the disposal of old assets.

#### **Delivering public benefit**

Our work in delivering public benefit can be categorised as follows:

- ✓ Education
- ✓ Health and wellbeing
- ✓ Recreation and leisure time activities

The trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range of activities that will continue to be delivered at the Centre.

#### **Building developments**

Further areas of the building have been developed with funding provided by the National Lottery and Gateshead Council, to provide a Community Hub with desk space available to workers from Gateshead Advice centre and Gateshead Council. It is hoped to also open up this space for workers from other statutory services.

Improvements to the heating system and the fire alarm system have also been carried out and the office space is to double to accommodate a new administration worker.

#### **Financial Review and Reserves Policy**

The financial position for the year shows net incoming funds of £189,419 and total outgoing resources of £145,340 with a balance brought forward from the previous year of £107,330 the total funds carried forward are £107,330. The Directors/Trustees consider the financial position of the company to be stable, but need reviewing in the coming year.

#### **Risk Management**

The Directors are examining the major risks, which the company faces in relation to external factors, governance and management, internal operations and business. They are considering the likelihood and the impact of risks and are reviewing what systems should be in place to control and reduce those risks. The systems are being designed to provide reasonable, but not absolute, assurance against material loss or misstatement of loss.

**Reserves Policy**

It is the policy of the company to try to build up unrestricted funds, which are free reserves of the company (designated funds), to a level that equates to approximately 3 months unrestricted expenditure. This will provide sufficient funds to cover management and administration/finance support costs, maintenance and refurbishment of the building and any emergencies that may arise from time to time

**Statement of Exemption**

For the period ending 30 November 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Matters Pertaining to Companies Act 2006**

For the year ending 30 November 2022 the company was entitled to exemption from audit under section 447 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Signed  on behalf of trustees

Print Name MICHAEL MCNESTRY

Date 20-6-2023



## INDEPENDENT EXAMINER'S REPORT

Report to the  
trustees of

**Chopwell Community Association**

On accounts for  
the year ended

**30 November 2022**

Charity no **1106223**

Respective  
responsibilities of  
trustees and  
examiner

The trustees of the organisation are responsible for the preparation of accounts; they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts (under section 145 of the 2011 Act),
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- state whether particular matters have come to my attention.

Basis of  
independent  
examiner's  
statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts.

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 trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

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

Signed:



Date: **24 May, 2023**

Name:  
Address:

Mark Thompson MAAT  
42 Lesbury Road  
Newcastle  
NE6 5LB

**Chopwell Community Association**

**Statement of Financial Activities  
for the year ended 30 November 2022**

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	Total Funds
	2022	2022	2022	2022	2021
Receipts				£	£
Grants & Donations	4		94883	94883	64544
Donations & Fundraising	52588			52588	
Rental Income	23955			23955	22606
Sundry income	8449		9544	17993	759
Bank interest				0	
<b>Total Receipts</b>	<b>84992</b>		<b>104427</b>	<b>189419</b>	<b>87909</b>
<b>Payments</b>					
Staff Costs			38731	38731	23930
Travel Costs				0	120
Telephone & Internet			2281	2281	1355
Utilities			6862	6862	5799
Sanitary & Cleaning			1891	1891	1193
Insurance			1329	1329	2393
Maintenance & Refurbishment			40407	40407	13445
Project Costs & Activities	2592		39507	42099	32606
Banner Fund Costs			4484	4484	500
Legal & Professional			4092	4092	1893
Sundry & General Office Costs	2854			2854	590
<b>Total Payments</b>	<b>5446</b>	<b>0</b>	<b>139584</b>	<b>145030</b>	<b>83824</b>
Surplus / deficit for the year	79546		-35157	44389	4085
Transfer between Funds				0	0
Funds at 1 December 2021	20397	30000	56933	107330	103245
<b>Funds at 30 November 2022</b>	<b>99943</b>	<b>30000</b>	<b>21776</b>	<b>151719</b>	<b>107330</b>

**Chopwell Community Association  
Balance Sheet as at 30 November 2022**

	2022 £	2021 £
<b>Fixed Assets</b>		
<b>Current Assets</b>		
Cash at Bank & in Hand	154256	107555
<b>Total Cash Balances</b>	<u>154256</u>	<u>107555</u>
<b>Current Liabilities</b>	5      2537	225
<b>Net Current Assets</b>	151719	107330
<b>Net Assets at 30 November 2022</b>	<u>151719</u>	<u>107330</u>
<b>Represented By:</b>	6	
Restricted Funds	21776	56933
Designated Funds	30000	30000
Unrestricted Funds	99943	20397
	<u>151719</u>	<u>107330</u>

For the year ending 30/11/2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- a) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476, of the Companies Act 2006
- b) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.
- c) The accounts have been prepared in accordance with the special provisions of the Companies Act relating to small companies.

Signed Michael McNestry Position TRUSTEE

Print Name MICHAEL MCNESTRY

Date 20-6-2023



## Chopwell Community Association

### Notes to the accounts, 2021/22

#### 1. Basis of accounts

The financial statements have been prepared in accordance with 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 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

Phoenix Detached Youth Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Fixed Assets are depreciated over a useful lifetime at the following rates:

Activity Equipment	20% reducing balance
Motor Vehicles	20% reducing balance
Office Equipment	20% reducing balance

#### 2. Trustees and Staff

No Trustees were remunerated or received expenses payments.

Total Salary Costs (including sessional staff)	£38,731
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Average no of staff was	2 (part-time)
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#### 3. Costs of financial services

The cost for the Independent Examination for the financial period will be £600.

#### 4. Funding

Funding received through the year:

Awards for All Youth Work	20000
Locality Working in Gateshead Partnership Hubs	44000
Covid Relief Fund	2667
Locality Working in Gateshead (Boiler)	17021
Locality Working in Gateshead (New Patio)	5245
Locality Working in Gateshead (Warnm Spaces)	500
Northumbria Police (Youth Club Activities and Training)	4500
Chopwell Park	950

**94883**



## 6. Fund Analysis

### Restricted Funds

	Dec '21	Income	Expend	Nov '22
Banner Fund	2125	5356	4455	3026
Bowls Group	2180	870	1123	1927
Partnership Grant	14500	6481	20608	373
Awards for All Youth Work	38128	20000	58128	0
Locality Working in Gateshead Partnership Hubs		44000	27550	16450
Chopwell Park Grant		945	945	0
Youth Club Activities and Training (Northumbria Police)		4500	4500	0
Locality Working in Gateshead (Boiler)		17021	17021	0
Locality Working in Gateshead (New Patio)		5254	5254	0
	<b>56933</b>	<b>104427</b>	<b>139584</b>	<b>21776</b>