

Company registration number 05293946 (England and Wales)

CHOPWELL COMMUNITY ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2023

Chopwell Community Association
(a company limited by guarantee)

Legal and Administrative Information

Company Name	Chopwell Community Association
Company No.	5293946
Charity No.	1108466
Directors/Trustees	Councillor Michael McNestry Councillor Michael McNestryLynne Caffrey Mrs Barbara Heslop
Registered Address	Chopwell Community Centre Derwent Street Chopwell Newcastle Upon Tyne NE17 7HS
Structure	Chopwell Community Association is a Company limited by guarentee, registered on 23 November 2004 and a registered Charity, registered on 28 April 1997
Independent Examiner	Ian Taylor FMAAT Butler & Gee Accountants Limited 22 Bessemer Street Consett DH8 5SS

Chopwell Community Association

Statement of Financial Activities for the year ended 30 November 2023

	Restricted Funds 2023	Designated Funds 2023	Unrestricted Funds 2023	Total Funds 2023 £	Total Funds 2022 £
Receipts					
Grants & Donations	73,011		19,985	92,996	94,883
Donations & Fundraising	1,048		2,480	3,528	52,588
Rental Income			26,242	26,242	23,955
Sundry Income	5,567		1,709	7,275	17,993
Bank Interest				0	0
Total Receipts	79,626	0	50,416	130,041	189,419
Payments					
Staff Costs	15,926		31,422	47,348	38,731
Travel Costs	1,825		0	1,825	0
Rent	15,000		0	15,000	15,000
Telephone & Internet			1,605	1,605	2,281
Utilities			7,698	7,698	6,862
Sanitary & Cleaning			2,552	2,552	1,891
Insurance			0	0	1,329
Maintenance & Refurbishment	29,763		17,053	46,816	40,407
Project Costs & Activities	2,143		5,854	7,997	27,099
Banner Fund Costs	2,300			2,300	4,484
Bowls Group Costs	367			367	0
Chopwell In Bloom Costs	1,013			1,013	0
Partnership Funding Costs	220			220	0
LWIG Project Costs	1,878			1,878	0
Legal & Professional	1,800		2,246	4,046	4,092
Sundry & General Office Costs	690		9,312	10,002	2,854
Total Payments	72,925	0	77,742	150,667	145,030
Surplus / Defecit for the year	6,701	0	-27,327	-20,626	44,389
Transfer between Funds	0	0	0	0	0
Funds at 1 December 2022	45,310	30,000	76,409	151,719	107,330
Funds at 30 November 2023	52,011	30,000	49,083	131,093	151,719

Chopwell Community Association
Balance Sheet as at 30 November 2023

	2023	2022
	£	£
Fixed Assets		
Current Assets		
Cash at Bank & in Hand	131,512	154,256
Total Cash Balancees	<u>131,512</u>	<u>154,256</u>
Current Liabilities	419	2,537
Net Current Assets	131,093	151,719
Net Assets at 30 November 2023	<u><u>131,093</u></u>	<u><u>151,719</u></u>
Represented By:		
Restricted Funds	52,011	21,776
Designated Funds	30,000	30,000
Unrestricted Funds	49,083	99,943
	<u><u>131,093</u></u>	<u><u>151,719</u></u>

For the year ending 30/11/2023, 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.....

Position.....

Print Name.....

Date.....

Trustees Annual Report

For the year ended 30 November 2023

The trustees present their report and accounts for the year ended 30 November 2023.

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 to improve the office areas within the building including the cellar office area & investment in the heating control panel & new curtains were made during the year.

Financial Review and Reserves Policy

The financial position for the year shows net incoming funds of £130,041 and total outgoing resources of £150,667 with a balance brought forward from the previous year of £151,719 the total funds carried forward are £131,093. 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 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 2023 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 2023 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.....

Date.....

INDEPENDENT EXAMINERS REPORT

**Report to the
trustees of**

Chopwell Community Association

**On accounts For
the year ended**

30 November 2023

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 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 examiners
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 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: 17 May 2024

Name: Ian Taylor FMAAT

**Address: Butler & Gee Accountants
22 Bessemer Street
Consett
DH8 5SS**

Chopwell Community Association

Notes to the accounts

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.

Chopwell Community Association 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 lifeline 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 seasonal staff)	£47,348
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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 £540

4. Restricted Funds

Closing Balances of Restricted Funds:

LWIG	16218
Youth Club	29881
Banner Fund	2239
Bowls Group	3260
Partnership Funding	153
Chopwell In Bloom	260
Total	52011

5. Funding

Funding received through the year:

GMBC	54200
LGA Foundation	12750
Ballinger YC	22750
Warm Spaces	2100
COOP	1196
Total	92996