

Company registration number 05293946 (England and Wales)

**CHOPWELL COMMUNITY ASSOCIATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 NOVEMBER 2024**



**Chopwell Community Association**  
(a company limited by guarantee)

**Legal and Administrative Information**

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

# Chopwell Community Association

## Statement of Financial Activities for the year ended 30 November 2024

|                                  | Restricted<br>Funds<br>2024 | Designated<br>Funds<br>2024 | Unrestricted<br>Funds<br>2024 | Total Funds<br>2024<br>£ | Total Funds<br>2023<br>£ |
|----------------------------------|-----------------------------|-----------------------------|-------------------------------|--------------------------|--------------------------|
| <b>Receipts</b>                  |                             |                             |                               |                          |                          |
| Grants & Donations               | 72,817                      |                             | 19,848                        | 92,665                   | 92,996                   |
| Donations & Fundraising          | 2,270                       |                             | 1,047                         | 3,317                    | 3,528                    |
| Rental Income                    |                             |                             | 33,753                        | 33,753                   | 26,242                   |
| Sundry Income                    | 783                         |                             | 5,090                         | 5,873                    | 7,275                    |
| <b>Total Receipts</b>            | <b>75,870</b>               | <b>0</b>                    | <b>59,738</b>                 | <b>135,608</b>           | <b>130,041</b>           |
| <b>Payments</b>                  |                             |                             |                               |                          |                          |
| Staff Costs                      | 23,028                      |                             | 38,326                        | 61,354                   | 47,348                   |
| Travel Costs                     |                             |                             |                               | 0                        | 1,825                    |
| Rent                             | 15,000                      |                             |                               | 15,000                   | 15,000                   |
| Telephone & Internet             |                             |                             | 1,503                         | 1,503                    | 1,605                    |
| Utilities                        | 7,002                       |                             | 2,528                         | 9,530                    | 7,698                    |
| Sanitary & Cleaning              |                             |                             | 2,408                         | 2,408                    | 2,552                    |
| Maintenance & Refurbishment      | 9,134                       |                             | 12,347                        | 21,481                   | 46,816                   |
| Project Costs & Activities       | 8,867                       |                             | 408                           | 9,275                    | 7,997                    |
| Banner Fund Costs                | 2,945                       |                             |                               | 2,945                    | 2,300                    |
| Bowls Group Costs                | 840                         |                             |                               | 840                      | 367                      |
| Chopwell In Bloom Costs          | 2,675                       |                             |                               | 2,675                    | 1,013                    |
| Partnership Funding Costs        | 153                         |                             |                               | 153                      | 220                      |
| LWIG Project Costs               | 4,236                       |                             |                               | 4,236                    | 1,878                    |
| Legal & Professional             | 2,141                       |                             | 7,756                         | 9,897                    | 4,046                    |
| Sundry & General Office Costs    | 5,690                       |                             | 3,737                         | 9,427                    | 10,002                   |
| <b>Total Payments</b>            | <b>81,711</b>               | <b>0</b>                    | <b>69,013</b>                 | <b>150,724</b>           | <b>150,667</b>           |
| Surplus / Defecit for the year   | -5,841                      | 0                           | -9,275                        | -15,116                  | -20,626                  |
| Transfer between Funds           | 0                           | 0                           | 0                             | 0                        | 0                        |
| Funds at 1 December 2023         | 52,010                      | 30,000                      | 49,083                        | 131,093                  | 151,719                  |
| <b>Funds at 30 November 2024</b> | <b>46,169</b>               | <b>30,000</b>               | <b>39,808</b>                 | <b>115,977</b>           | <b>131,093</b>           |

Chopwell Community Association  
Balance Sheet as at 30 November 2024

|                                       | 2024<br>£      | 2023<br>£      |
|---------------------------------------|----------------|----------------|
| <b>Fixed Assets</b>                   |                |                |
| <b>Current Assets</b>                 |                |                |
| Cash at Bank & in Hand                | 115,977        | 131,512        |
| <b>Total Cash Balances</b>            | <u>115,977</u> | <u>131,512</u> |
| <b>Current Liabilities</b>            | 0              | 419            |
| <b>Net Current Assets</b>             | 115,977        | 131,093        |
| <b>Net Assets at 30 November 2023</b> | <u>115,977</u> | <u>131,093</u> |
| <b>Represented By:</b>                |                |                |
| Restricted Funds                      | 46,169         | 52,011         |
| Designated Funds                      | 30,000         | 30,000         |
| Unrestricted Funds                    | 39,808         | 49,083         |
|                                       | <u>115,977</u> | <u>131,093</u> |

For the year ending 30/11/2024, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors Responsibilities:

- 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.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.
- The accounts have been prepared in accordance with the special provisions of the Companies Act relating to small companies.

Signed.....

Position.....CHAIRPERSON.....

Print Name.....MICHAEL MCNEESTRY.....

Date.....25-2-2025.....

## **Trustees Annual Report**

### **For the year ended 30 November 2024**

The trustees present their report and accounts for the year ended 30 November 2024.

#### **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 investments in the building were made during the year including updates to wiring, LED light installation, essential roof maintenance and new flooring.

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

The financial position for the year shows net incoming funds of £135,608 and total outgoing resources of £150,724 with a balance brought forward from the previous year of £131,093 the total funds carried forward are £115,977. 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 2024, 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 2024, 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 the trustees

Print name MICHAEL MCNESTRY

Date 25-2-2025

## INDEPENDENT EXAMINERS REPORT

**Report to the  
trustees of**

**Chopwell Community Association**

**On accounts For  
the year ended**

**30 November 2024**

**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: 25/02/2025**

**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 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 seasonal staff) | £61,354 |
|---|---------|

|                         |               |
|-------------------------|---------------|
| Average no of staff was | 2 (part-time) |
|-------------------------|---------------|

#### 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:

|                       |               |
|-----------------------|---------------|
| Millenium Banner Fund | 2,335         |
| Bowls Group           | 3,720         |
| Chopwell In Bloom     | 611           |
| Youth Club            | 36,969        |
| Hardship/Crisis Fund  | 1,175         |
| Warm Spaces           | 1,359         |
| <b>Total</b>          | <b>46,169</b> |

#### 5. Funding

Funding received through the year:

|                   |              |
|-------------------|--------------|
| GMBC              | 39,740       |
| LGA Foundation    | 11,500       |
| Ballinger YC      | 20,000       |
| Chopwell in Bloom | 879          |
| COOP              | 697          |
| <b>Total</b>      | <b>92996</b> |