

**Sunderland Women's Centre Limited  
(Company limited by Guarantee)**

**Financial Statements for the Period ended  
31st July 2023**

**Charity No: 1108695**

**Company No: 05252285**

***Community Accounting CIC  
Pinetree Centre  
Durham Road  
Birtley  
Co. Durham  
DH3 2TD***

## **Sunderland Women's Centre Limited**

### **CONTENTS**

**Legal and Administrative Information**

**Report of the Management Committee**

**Independent Examiners Report**

**Statement of Financial Activities**

**Balance Sheet**

**Notes to the Financial Statements**

## **Sunderland Women's Centre**

### **Structure Governance and Management**

#### **Governing Document:**

The organisation was registered as a charity on 19<sup>th</sup> April 1996 and Incorporated as a Company on 6<sup>th</sup> October 2004. The company's Memorandum of Association established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

#### **Recruitment and Appointment of Management Committee:**

Under the requirements of the Memorandum and Articles of Association, members are elected to serve a period of one year, after which they must be re-elected at the next Annual General Meeting. For the purpose of charity law, members of the committee are also charity trustees. For the purpose of company law, four members of the committee are also directors.

#### **Organisational Structure:**

Sunderland Women's Centre (SWC) has a Management Committee of six members which meets on a quarterly basis and is responsible for the strategic direction and policy of the charity.

Day to day responsibility for the provision of the services rests with the staff team:-

Project Manager	Andrea Bulmer
Project Manager	Jayne Simpson
Crèche Leader	Alison Atkinson
Crèche Leader	Victoria Kibble

#### **Risk Management:**

The Management Committee has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal Controls have been implemented in respect of transaction authorisation. Procedures are in place to ensure the health and safety of staff, volunteers and visitors to the Centre.



## **Sunderland Women's Centre Limited**

### **Report of the Management Committee for the Year ended 31<sup>st</sup> July 2023**

The Management Committee presents its report and audited financial statements for the year ended 31<sup>st</sup> July 2023.

**Charity Name:** Sunderland Women's Centre

**Charity Reg. No:** 1108695

**Company Reg. No:** 5252285

**Registered Office and  
Operational Address:** 8 Green Terrace,  
Sunderland  
SR2 3PZ

#### **Management Committee:**

Willa Allan	Chairperson
Sheila Gothard	Treasurer
Jacqui Reeves	
Marian Hinds	
Fiorella Salsedo	
Nataliya Vakulyk	

**Company Directors:** S Gothard, F Salsedo, J Reeves, Willa Allan

**Company Secretary:** Andrea Bulmer

**Bankers:** Co op Bank  
5-6 Fawcett Street,  
Sunderland  
SR1 1SJ

**Independent Examiners:** Community Accounting North East CIC  
Pinetree Centre  
Durham Road  
Birtley  
Co. Durham  
DH3 2TD

## **Aims and Activities:**

SWC is a central resource open to all in the city, its aims are to:

- 1) Provide educational opportunities in the form of short/part time courses in a range of subject areas within friendly hours.
- 2) Take a holistic approach to the general well-being of all individuals.
- 3) Promote a positive approach to life time learning by offering guidance, support, confidence building and awareness raising.
- 4) Identify and remove barriers, thereby encouraging women who have felt excluded to participate in courses and activities.
- 5) Provide crèche facilities on a daily basis for pre-school children in a safe, educational and caring environment, open to all child carers.
- 6) Prioritise interpersonal, communication and social skills development in order to begin the empowering process for all.
- 7) Encourage and support groups and individuals to become active in their community via self- help groups, study space and resources.

## **Achievements and Performance:**

From September 2022 SWC offered a full programme of both accredited and non-accredited learning as well as leisure courses.

Recruitment for accredited ESOL was up from the previous year with achievement at 96%. While the number of students on FS Maths remained consistent, we saw a fall in the numbers for FS English.

SWC provided a range of courses, aimed at improving employability and tackling some of the adverse effects women face due to the economic climate. Our non accredited courses recruited well with numbers remaining consistent throughout the year. The provision of non-accredited courses offering a first step into education, as well as providing leisure/social activities, are essential to SWC and the backbone of our service. We plan to continue this provision for the coming academic year.

This year we secured funding for core costs and to provide courses aimed at tackling issues around mental health and isolation, education and employability skills, and arts and crafts.

## **Working Partnerships:**

We are committed to the ongoing development of mutually beneficial partnership working, which serves to improve services and activities for the community. Partnerships also strengthen direct access to services and other resources that each project has in place. This includes information resources, therapies, independent advocacy, young people projects, education, training and volunteering opportunities.

We have successfully provided a range of accredited courses in Functional Skills Maths and English and English for Speakers of Other Languages (ESOL) in partnership with Sunderland College.

The number of referrals from Job Centre's, City Hearts, Wearside Women In Need and various Womens Refuges, Friends of the Drop in (FODI) Social Prescribers, Mental Health Projects and Pallion Action Group have continued to be high throughout the year.

### **Financial Review:**

The Centre received a Gross income of £103,499 with a net deficit of £43,157. The organisation has a reserves policy, based on increased funding difficulties, of trying to build up a reserve which amounts to 6 months running, future pension provision, building refurbishment and wind up costs. This designated funds in respect of wind up, pension and refurbishment costs stands at £35,644. The general fund, which is approximately 6 months running costs, as at 31st July 2023, stood at £56,077.

### **Future Plans:**

We will continue to promote our services through our website social media and work with volunteer and statutory agencies to ensure the service is accessible to all in the community.

We anticipate that the essential service that we provide will continue to be in demand while the economic downturn continues as well as the continuing recovery from the covid-19 pandemic. Our main objective will be to continue to develop provision that is flexible enough to respond to the needs of the community whilst at the same time protect our own financial stability.

Due to a cut in government funding our College contract for the next financial year has been reduced to 0. We are looking at options to enable us to continue to offer accredited learning to our students. Due to this loss of funding we are prioritising funding for core costs by income generated within the centre and by successfully applying to charitable trusts and organisations.

We are continuing to plan for a smooth transitioning of our retiring/new managers over the next month with new managers officially taking over September 1<sup>st</sup> 2022. We will continue to proactively identify how best to serve the women and children who access the centre as well as the wider community.

### **Responsibilities of the Management Committee:**

The Management Committee shall manage the business of the Charity and may exercise all the powers of the Charity unless they are subject to any restrictions imposed by the Act, the Memorandum, the Articles or any special resolution.

No alteration of the Memorandum or the Articles shall retrospectively invalidate any prior act of the Committee.



Any meeting of the committee at which a quorum is present at the time the relevant decision is made, may exercise all the powers exercisable by the Committee.

Company Law requires the Management Committee to prepare financial statements for each financial year which give true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources including income and expenditure for the financial year. In preparation of the financial statements, the Management Committee should follow best practice and:

1. Select suitable accounting policies and then apply them
2. Make judgements and exercises that are reasonable and prudent.
3. Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Management Committee is also responsible for safe guarding the assets of the charitable company and hence for taking reasonable steps to the prevention and detection of fraud and other irregularities.

This report has been in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of the Companies Act 2006 relating to small entities.

Signed on behalf of the Management Committee:

.........., Director



# *Community Accounting*

## *North East CIC*

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Pinetree Centre, Durham Road, Birtley, DH3 2TD  
Tel: 0191 4928232

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Sunderland Women's Centre  
8 Green Terrace  
Sunderland  
SR1 3PZ

### **Accountant's / Independent Examiner's Report**

I report on the accounts of Sunderland Women's Centre for the year ended 31<sup>st</sup> July 2023

### **Respective Responsibilities of Trustees and Examiner**

The trustees of the charity are responsible for the preparation of accounts; they consider that the audit requirement under section 144 of the Charities Act 2011 does not apply. I have been appointed under the Charities Act 2011 and report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts and statement, without performing an audit, and to report to the trustees.

### **Basis of Examiner's Statement**

This report is in respect of an examination carried out under the directions of Charities Act 2011 and in accordance with the directions given by the Charity Commissioners, an examination includes a review of the accounting records kept by the charity trustees and a comparison of the accounts presented with those records. It also includes a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not constitute an audit.

### **Examiner's Statement**

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe, that in any material respect, accounting records have not been kept in accordance with section 130 of the Charities Act 2011. or that the accounts presented do not accord with those records or comply with the accounting requirements of the Companies Act 2006. No matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

In my opinion, the accounts are in agreement with the accounting records kept by the company, and have regard only to, and on the basis of, the information contained in those accounting records, those accounts have been drawn up in a manner consistent with the provisions of this Act specified, so far as is applicable to the company.

# *Community Accounting*

## *North East CIC*

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Pinetree Centre, Durham Road, Birtley, DH3 2TD  
Tel: 0191 4928232

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In my opinion, having regard to and on the basis of, the information contained in the accounting records kept by the company, the company as a charity satisfied the requirements of the Act for the financial year.



Terry Atkinson  
Independent Examiner  
6<sup>th</sup> November 2023

**Sunderland Women's Centre Limited**

**Statement of Financial Activities (including Income & Expenditure Account)  
For the Year ended 31st July 2023**

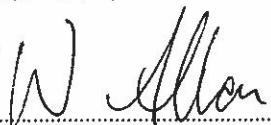
	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>Incoming Resources</b>					
Donations		18,446		18,446	960
Grants			43,235	43,235	58,898
Income generated from Activities			41,818	41,818	42,247
Interest Received				0	12
Other Income		0		0	0
<b>Total Incoming Resources</b>		<u>18,446</u>	<u>85,053</u>	<u>103,499</u>	<u>102,117</u>
<b>Resources Expended</b>					
Direct Costs			39,657	39,657	47,733
Staffing Costs		68,103	12,779	80,882	55,034
Administration			26,117	26,117	24,070
<b>Total Resources Expended</b>		<u>68,103</u>	<u>78,553</u>	<u>146,656</u>	<u>126,837</u>
<b>Net Incoming Resources</b>		<u>(49,657)</u>	<u>6,500</u>	<u>(43,157)</u>	<u>(24,720)</u>
Transfer between Funds		0	0		
<b>Total Funds Brought Forward</b>		142,876	3,500	146,376	171,096
<b>Total Funds Carried Forward</b>		<u>93,219</u>	<u>10,000</u>	<u>103,219</u>	<u>146,376</u>

**Sunderland Women's Centre Limited**

**Balance Sheet as at 31st July 2023**

	2023 £	2022 £
<b>Fixed Assets</b>		
Tangible Fixed Assets	1,498	1,910
<b>Current Assets</b>		
Debtors	12,796	13,796
Cash at Bank and in Hand	<u>90,879</u>	<u>132,094</u>
	103,675	145,890
<b>Less</b>		
<b>Current Liabilities</b>		
(Payable within one year)		
Accruals	<u>1,424</u>	<u>1,424</u>
<b>Net Current Assets</b>	102,251	144,466
<b>Net Assets</b>	<u>103,749</u>	<u>146,376</u>
<b>Funded by</b>		
Unrestricted Funds		
Designated	35,644	90,596
Capital	1,498	1,910
General	56,077	50,370
Restricted Funds	10,000	3,500
<b>Total Funds</b>	<u>103,219</u>	<u>146,376</u>

For the period ended 31st July 2023, the Company was entitled to exemption under Section 477 of the Companies Act 2006 relating to Small companies. The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476. The directors acknowledge their responsibilities for complying with the provisions applicable to companies subject to the small companies regime. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime. These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies' regime.


 ..... W.Allan                      Chair

**Company Registration Number 05252285**

## **Sunderland Women's Centre Limited**

### **Notes forming part of the Financial Statements to 31st July 2023**

#### **1) Accounting Policies**

The principal accounting policies are summarised below, The accounting policies have been applied consistently throughout the year and in the preceding year.

##### **a) Basis of accounting**

The financial statements have been prepared under the historical cost convention in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

##### **b) Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

Restricted Funds are subjected to restrictions on their expenditure imposed by the donor.

##### **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:

- i) Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is conditional on the delivery of a specific performance by the charity are recognised where the charity becomes unconditionally entitled to the grant.
- ii) The value of the services provided by the volunteers are accounted for when earned.
- iii) Incoming resources from activities are accounted for when earned.

##### **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.

Expenditure comprises of 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.

##### **e) Fixed Assets**

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life.

Office and Training Equipment	25% reducing balance
Furniture, Fixtures & Fittings	15% reducing balance



## Sunderland Women's Centre Limited

### Notes forming part of the Financial Statements to 31st July 2023

#### 2) Incoming Resources

Grants	Unrestricted	Restricted	Total 2023	Total 2022
Community Foundation		13,880	13,880	4,000
Sir John Priestman Charitable Trust		2,000	2,000	
530		2,000	2,000	
Kellet Fund		10,375	10,375	
Zedra Trust		2,000	2,000	
The Rothely Trust		0	0	1,000
The Barbour Foundation		0	0	5,000
The Hunter Pemberton Community Trust		0	0	5,000
The Hadrian Trust		0	0	1,000
The Arnold Clark		0	0	1,000
The Sir James Knott		0	0	5,000
The National Lottery Community Fund		9,980	9,980	9,722
The 1989 Willan Charitable Trust		0	0	10,000
HMRC		0	0	4,760
The 29th May 1961 Charitable Trust		3,000	3,000	3,000
Assura Community Fund		0	0	4,768
Ringtons		0	0	4,648
	<u>0</u>	<u>43,235</u>	<u>43,235</u>	<u>58,898</u>

#### Income Generated from Activities

	Unrestricted	Restricted	Total 2023	Total 2022
Sunderland College		41,818	41,818	41,777
Room Hire		0	0	0
Creche	530		530	470
Other Income Donations	18,446		18,446	
	<u>18,976</u>	<u>41,818</u>	<u>60,794</u>	<u>42,247</u>

The Adult Education and College income is now being treat as restricted due to the clearly defined restricted requirments that are needed to justify this income.

**Sunderland Women's Centre Limited**

**Notes forming part of the Financial Statements to 31st July 2023**

**3) Resources Expended**

<b>Direct Costs</b>	<b>2023</b>	<b>2022</b>
Creche Workers	16,064	30,256
Tutors	23,593	17,477
	<u>39,657</u>	<u>47,733</u>

**Staff Costs**

No employee earned more than £60,000 durin the year	80,882	
Average no. of employees (including those in direct costs)	<u>11</u>	<u>11</u>

<b>Administration</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
Accountancy		580	580	580
Cleaning, Health & Safety		297	297	449
Coffee / Water Machine		18	18	39
Companies House		0	0	
Depreciation	412		412	534
Insurance		1,172	1,172	1,197
Light and Heat		1,741	1,741	941
Printing & Postage		974	974	989
Rates / Water		850	850	1,093
Rent		15,049	15,049	14,640
Repairs & Renewals		1,943	1,943	537
Sundries		449	449	982
Telephone / Internet		524	524	609
Health Insurance		449	449	304
Subscriptions/Prof Fees		1,539	1,539	1,153
Volunteer and Travel Expenses		120	120	23
	<u>412</u>	<u>25,705</u>	<u>26,117</u>	<u>24,070</u>

All salaries and admin are allocated to the appropriate fund and overspend is allocated to general funds



## Sunderland Women's Centre Limited

### Notes forming part of the Financial Statements to 31st July 2023

**4) Trustees Remuneration and Related Party Transactions**

No member of the management committee received any remuneration during the year.

**5) Taxations**

As a charity, Sunderland Women's Centre is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to their charitable objects. No tax charges have arisen in the charity.

**6) Tangible Fixed Assets**

	<b>Office &amp; Training Equipment</b>	<b>Furniture Fixtures &amp; Fittings</b>	<b>Total</b>
<b>Cost</b>			
As at 1st August 2022	24,945	21,322	46,267
Additions			0
Disposals			0
As at 31st July 2023	<u>24,945</u>	<u>21,322</u>	<u>46,267</u>
<b>Depreciation</b>			
As at 1st August 2022	23,692	20,665	44,357
Charge for Year	313	99	412
Elimated on Disposal			0
As at 31st July 2023	<u>24,005</u>	<u>20,764</u>	<u>44,769</u>
NBV as at 31st July 2023	<u>940</u>	<u>558</u>	<u>1,498</u>
NBV as at 31st July 2022	<u>1,253</u>	<u>657</u>	<u>1,910</u>

**7) Debtors**

	<b>2023</b>	<b>2022</b>
Debtors	8000	9,000
Prepayments	4796	4,796
	<u>12,796</u>	<u>13,796</u>

**8) Creditors**

	<b>2023</b>	<b>2022</b>
Paye / NI	844	844
Other Accruals	580	580
	<u>1,424</u>	<u>1,424</u>

**Sunderland Women's Centre Limited**

**Notes forming part of the Financial Statements to 31st July 2023**

**9) Analysis of Net Assets between Funds**

	General Funds	Restricted Funds	Total
Tangible Fixed Assets	1,498		1,498
Current Assets	93,675	10,000	103,675
Current Liabilities	(1,424)		(1,424)
	<u>93,749</u>	<u>10,000</u>	<u>103,749</u>

**10) Movement of Funds**

	As at 1st August 2022	Incoming Resources	Outgoing Resources	Transfers	As at 31st July 2023
The Sir James Knott	2,500		(2,500)		0
Sir John Priestman Charitable Trust		2,000	(2,000)		0
The National Lottery Community Fund		9,980	(9,980)		0
530		2,000	(2,000)		0
Wide Open Road	1,000		(1,000)		0
Kellet Fund		10,375	(375)		10,000
Zedra Trust		2,000	(2,000)		0
Community Foundation		13,880	(13,880)		0
The 29th May 1961 Charitable Trust		3,000	(3,000)		0
City of Sunderland College		<u>41,818</u>	<u>(41,818)</u>		<u>0</u>
<b>Total Restricted</b>	<u>3,500</u>	<u>85,053</u>	<u>(78,553)</u>	<u>0</u>	<u>10,000</u>
<b>Unrestricted Funds</b>					0
Designated Funds	90,596			(54,952)	35,644
General Funds (Capital)	1,910		(412)		1,498
General Funds (Revenue)	50,370	18,446	(67,691)	54,952	56,077
					0
<b>General Funds</b>	<u>142,876</u>	<u>18,446</u>	<u>(68,103)</u>	<u>0</u>	<u>93,219</u>
<b>Total Funds</b>	<u>146,376</u>	<u>103,499</u>	<u>(146,656)</u>	<u>0</u>	<u>103,219</u>

Transfer of Funds to Designated represents the decrease in provision for redundancy

Transfer of funds from Capital to Revenue represents the depreciation charge for the year

