

The Activity Den
Company Limited by Guarantee
Unaudited Financial Statements
31 July 2021

JFS TORBITT
Chartered Certified Accountants
58 Durham Road
Birtley
Co Durham
DH3 2QJ

The Activity Den

Company Limited by Guarantee

Financial Statements

Year ended 31 July 2021

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The Activity Den

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 July 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 July 2021.

Reference and administrative details

Registered charity name The Activity Den

Charity registration number 1122076

Company registration number 06317897

Principal office and registered office 27 Pea Road
Stanley
Co Durham
DH9 7RG

The trustees

Stephen Grey
Sarah Jane Grey
Lauren Shaw
Peter Gowin Bell
Alistair Thompson
Angus Allsop
Thomas Cumming

Secretary
Chair

(Resigned November 2020)

Company secretary Stephen Grey

Independent examiner JFS Torbitt
Chartered Certified Accountants
58 Durham Road
Birtley
Co Durham
DH3 2QJ

The Activity Den

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2021

Structure, governance and management

The Activity Den has been operating as a registered charity and a company limited by guarantee since 2007.

Anyone aged over 16 can become a member. All Den groups are encouraged to have a representative on the Den Board. There must be between 4 and 12 directors at any time. Board members can be nominated between 7 and 28 days prior to the Annual General Meeting when Den members must vote to see if they are accepted.

Officers are elected by the Directors at the first meeting following the AGM. The Charitable Company appoints a Chair, Secretary and Finance Director.

There is also the flexibility for the Board to appoint directors throughout the year to ensure that the capacity and skills on the Board match the managerial and service delivery needs of The Den.

New Board Members are given a pack of reading materials which will put the purpose, objectives and activities of The Activity Den into context. In addition they are also given information produced by the Charity Commission to support their role. They are also offered an induction session with the Chair to enable them to take an active role on the Board and make effective decisions in the best interest of the charitable company.

We have continued to consult with our members regularly during Den Groups to ensure that the activities we provide are what our members would like. Democracy is key to The Den's success and our children and young people really enjoy being asked their opinions and seeing their requests put into action whenever possible.

These mechanisms for engaging our members and the community give people the chance to find out what is going on at The Den and be involved. It also adds to our capacity - we were very clear that when we set up as a charitable company seven years ago that we would engage members at all levels - by being involved at group level to organising events. Our model allows us to do this and we believe that now we have finished the enormity of the essential refurbishment these groups will not only develop, they will flourish.

Team Changes

This year has been a difficult year for employers and employees alike, with many people re-evaluating their current employment status and choosing alternative routes.

August saw us saying goodbye to Den Assistant Tinks Stirling and saw a temporary return for Kate McGuigan and Kayleigh Baxter as Den Assistants in October 2020, alongside Nathan Barras.

Following our Zoom AGM in November 2020, we welcomed Alistair Thompson as IT Director. We later attracted Angus Allsop as Finance Director and Thomas Cumming as Legal Director via Reach.

We recruited two Kickstarters, Casey Lowdon and Beth Simmonite, both as Den Assistants on 25 hours per week for a period of 6 months; salaries being funded by the government Kickstart Scheme. Unfortunately Casey left in July and we started looking at recruiting further Kickstarters.

All of our long-term members of staff were furloughed through the Coronavirus Job Retention Scheme: James Clark, Lesley Pattison and Michael Siddle. Wages were topped up by 20%/30% by Den funds or annual leave so that they all received their full wage during lockdown and when The Den was closed due to Covid-19.

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Year ended 31 July 2021

June, our cleaner resigned and we are currently seeking a replacement.

The advert for our new Development Coordinator went live mid July, with the hope of having the successful candidate in post over the Summer.

Objectives and activities

Our mission

To improve the lives of young people in the Tanfield Lea, Stanley and the surrounding areas, by delivering quality activities and maintaining a community building that is welcoming, safe and accessible to all.

Charitable Purpose

The objects of the company, as set out in the Memorandum and Articles of Association are to benefit the inhabitants and in particular but not limited to the children and young people of Stanley, Tanfield Lea and surrounding areas without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents, 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 leisure time occupation with the objective of improving the conditions of life for the inhabitants; and to establish or secure the establishment of community facilities and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such facilities for activities promoted by the charity in furtherance of these objects.

Organisational Aims

1. To maintain a community building that is welcoming, safe and accessible to all
2. To raise awareness of the Activity Den
3. To increase the range of activities offered to the community
4. To enable Den groups to maintain quality services to the community
5. To improve networking between community groups, internally & locally

Service Delivery Aims

1. To enable young people to get involved in Den activities
2. To enable all members to have a voice in the Den decision making and Den activities
3. To increase the confidence of members to become actively involved in other community activities and events
4. To enable all members to make choices about their health and well being

Den Groups and Activities

The groups are; The Woodcraft Folk (www.woodcraft.org.uk), Sound Hub - our music project providing low cost music tuition to young people, and our three youth clubs - Den Shoots for children aged 6-8 years, Healthy Futures for young people aged 9-12 years and "Later" for young people aged 13+. Due to the very broad range of activities offered many of our members use at least two of the groups weekly. The Young Volunteers Task Force support The Activity Den and assist in the running of our youth groups. Young Volunteers all aged 14+ assist our youth worker and the volunteers by overseeing the kitchen area, supporting activities and games and publicising Den activities and events.

The Activity Den attracts a number of volunteers who have a range of skills between them. We recognise that The Den relies heavily on volunteers and believe that gaining additional support from respectable infrastructure and local organisations adds to our capacity and encourages a learning culture within the organisation.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2021

Fundraising and Finance

The Activity Den has £29,189 in unrestricted reserves for this financial year. However, this is mainly due to Covid-19 and government / council grants and being closed for around six months of the year due to lockdowns. Some of the smaller grants we have received, and are classed as “unrestricted” would have been spent on a range of activities and projects which were cancelled. For example, the Easter Fun Day, trips for all of our groups, volunteer training, healthy eating project and more.

Plans to spend around £2,000 on a Den Bouncy Castle for hire at birthday parties and for Den groups was sadly put on hold again due to Covid-19 but will be revisited after Summer 2021.

National Lottery Awards for All restricted funding of £9,860 remains untouched, alongside Sir James Knott Trust £8,005 and Stanley Area Action Partnership £3,000 Neighbourhood Budget Grant, as these will fund the salary of the new Development Coordinator once in post during Summer.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

Achievements and performance

- Building work was completed in August to exterior walls that needed pointing.
- Our IT systems were updated in August, thanks to the expert help of our IT Director Alistair. Tighter security measures were also put in place on all Den equipment and online platforms.
- The Den underwent an HR review during lockdown, making good use of free time that directors & volunteers had; this included a new Staff Handbook, policy reviews such as Safeguarding & DBS amongst others.
- An outside family Halloween trail took place in the woods in October 2020; this was a covid safe with over 200 people taking part.
- Soundhub was the first Den Club to return through the doors in April; closely followed by Den Shoots and Healthy Futures returning to face to face youth clubs in May.
- Compliance was a big priority once The Den re-opened after lockdown; ensuring that all areas (Legionella, Asbestos, PAT Testing etc) were up to date.
- Two young volunteers attended NE Youth's week long Young Leader's Training Course and received a range of certificates for their efforts.

Covid-19 Pandemic:

- The Activity Den followed guidance throughout the pandemic from the National Youth Agency and the Government. Lockdown restrictions sadly led to limited socialising of young people from November 2020 to May 2021.
- The Job Retention Scheme continued to allow The Den to secure the jobs of its employees throughout August 2020 to July 2021.
- Covid-19 unfortunately continued to have an adverse effect on much of the Den's regular schedule of events from August to July 2021. Restrictions meant that Halloween, Christmas and Easter celebrations were not permitted.

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Year ended 31 July 2021

- Hiring out The Den for birthday parties was also hit hard due to restrictions on numbers meeting indoors but Keep Moving class was able to restart its use of the building in a Covid secure way from June.
- The Activity Den continued to keep in touch with members throughout all lockdowns via Zoom.
- Over 100 wellness packs were delivered to our young people to maintain contact and provide a distraction from the ongoing Covid crisis.

Plans for future periods

- Developing and maintaining a provision for our Healthy Futures, Den Shoots and Later projects with our in-house groups; also developing the Sound Hub Project and our Young Volunteer Task Force.
- Upgrade our website. We have already taken measures to improve this, including adding an online donation button and ensuring our newsletters are available online to download and read freely. Work has been on-going behind the scenes, and we will continue with this over the next few months with the intention of having a shiny new, up to date and easy to navigate page.

The trustees' annual report and the strategic report were approved on 22 November 2021 and signed on behalf of the board of trustees by:



Sarah Jane Grey
Chair



Stephen Grey
Charity Secretary

The Activity Den

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Independent Examiner's Report to the Trustees of The Activity Den

Year ended 31 July 2021

I report to the trustees on my examination of the financial statements of The Activity Den ('the charity') for the year ended 31 July 2021.

Responsibilities and basis of report

As the trustees of the company (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 accounts of the company 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 accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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:

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 accounts to be reached.



Jane Freeman
FCCA
Independent examiner
58 Durham Road
Birtley
Co Durham
DH3 2QJ

The Activity Den

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Statement of Financial Activities (including income and expenditure account)

Year ended 31 July 2021

			2021		2020
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income					
Grants and donations	5	27,015	14,313	41,328	60,663
Other trading activities	6	3,987	—	3,987	7,366
Total income		<u>31,002</u>	<u>14,313</u>	<u>45,315</u>	<u>68,029</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising grants and donations	7	19,867	10,127	29,994	29,521
Total expenditure		<u>19,867</u>	<u>10,127</u>	<u>29,994</u>	<u>29,521</u>
Net income and net movement in funds		<u>11,135</u>	<u>4,186</u>	<u>15,321</u>	<u>38,508</u>
Reconciliation of funds					
Total funds brought forward		18,054	25,829	43,883	5,374
Total funds carried forward		<u>29,189</u>	<u>30,015</u>	<u>59,204</u>	<u>43,883</u>

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

The notes on pages 9 to 16 form part of these financial statements.

The Activity Den

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Statement of Financial Position

31 July 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible fixed assets	11	1	1
Current assets			
Cash at bank and in hand		59,443	44,122
Creditors: amounts falling due within one year	12	(240)	(240)
Net current assets		<u>59,203</u>	<u>43,882</u>
Total assets less current liabilities		<u>59,204</u>	<u>43,883</u>
Net assets		<u>59,204</u>	<u>43,883</u>
Funds of the charity			
Restricted funds		30,015	25,829
Unrestricted funds		<u>29,189</u>	<u>18,054</u>
Total charity funds	14	<u>59,204</u>	<u>43,883</u>

For the year ending 31 July 2021 the charity 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 financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 22 November 2021, and are signed on behalf of the board by:



Sarah Jane Grey
Trustee

The notes on pages 9 to 16 form part of these financial statements.

The Activity Den

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Notes to the Financial Statements

Year ended 31 July 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 27 Pea Road, Stanley, Co Durham, DH9 7RG.

2. Statement of compliance

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

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2021

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Year ended 31 July 2021

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2021

3. Accounting policies *(continued)*

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

4. Limited by guarantee

The Activity Den is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Grants and Donations

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	7	—	7
Grants			
Barbour Foundation	—	2,000	2,000
James Knott Trust	—	8,005	8,005
Town Council Grant	—	3,000	3,000
Stanley Area Youth Consortium	—	828	828
Soundhub	—	480	480
Small Business Grant Fund	20,238	—	20,238
Job Retention Scheme Grant	6,770	—	6,770
	<u>27,015</u>	<u>14,313</u>	<u>41,328</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations	30	–	30
Grants			
County Durham Community Foundation	–	3,500	3,500
Awards for All	–	9,860	9,860
Charities Trust		879	879
Stanley Area Youth Consortium (Ballinger)	10,000	–	10,000
Small grants	7,000	–	7,000
Stanley Town Council Neighbourhood Budget	3,000	–	3,000
Durham County Council	–	300	300
UK Youth Grant Fund	–	2,800	2,800
Stanley Area Youth Consortium (AAP)	–	2,475	2,475
Ronnie Scotts Charitable Foundation	–	6,400	6,400
Small Business Grant Fund	10,000	–	10,000
Job Retention Scheme Grant	4,419	–	4,419
	<u>34,449</u>	<u>26,214</u>	<u>60,663</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Other income from other trading activities	<u>3,987</u>	<u>3,987</u>	<u>7,366</u>	<u>7,366</u>

7. Costs of raising donations and grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Purchases	1,141	421	1,562
Wages	10,366	5,318	15,684
Contractor costs	3,396	3,010	6,406
Establishment costs	2,802	410	3,212
Equipment - small assets	1,629	700	2,329
Accountancy	240	–	240
Communications and IT (including IT stationery)	218	218	436
Other event expenses	75	50	125
	<u>19,867</u>	<u>10,127</u>	<u>29,994</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2021

7. Costs of raising donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Purchases	3,735	806	4,540
Wages	14,708	1,740	16,448
Contractor costs	1,271	3,479	4,750
Establishment costs	2,951	42	2,993
Equipment -small assets	—	33	33
Accountancy	240	—	240
Communications and IT (including IT stationery)	401	67	467
Other event expenses	47	—	50
	<u>23,353</u>	<u>6,167</u>	<u>29,521</u>

8. Independent examination fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>240</u>	<u>240</u>

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 £	2020 £
Wages and salaries	<u>15,684</u>	<u>16,448</u>

The average head count of employees during the year was 5 (2020: 5). The average number of full-time equivalent employees during the year is analysed as follows:

	2021 No.	2020 No.
Administration	1	1
Den Assistants	3	3
Cleaning	1	1
	<u>5</u>	<u>5</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

10. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2021

11. Tangible fixed assets

	Fixtures and fittings £	Total £
Cost		
At 1 August 2020 and 31 July 2021	<u>6,344</u>	<u>6,344</u>
Depreciation		
At 1 August 2020 and 31 July 2021	<u>6,343</u>	<u>6,343</u>
Carrying amount		
At 31 July 2021	<u>1</u>	<u>1</u>
At 31 July 2020	<u>1</u>	<u>1</u>

12. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	<u>240</u>	<u>240</u>

13. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021 £	2020 £
Recognised in income from donations and grants:		
Government grants income	<u>27,008</u>	<u>14,419</u>

14. Analysis of charitable funds

Unrestricted funds

	At 1 August 2020 £	Income £	Expenditure £	At 31 July 2021 £
General funds	<u>18,054</u>	<u>31,002</u>	<u>(19,867)</u>	<u>29,189</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 July 2021

14. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 August 2020 £	Income £	Expenditure £	At 31 July 2021 £
Sound hub	105	480		585
Hospital for God	2,000		666	1,334
Stanley Area Youth Consortium	1,955	828	1,359	1,424
Country Durham Community Foundation	3,500	—	—	3,500
UK Youth Grant Fund	2,800	—	2,800	—
Awards for All	9,860	—	50	9,810
Ronnie Scott's Charitable Foundation	3,300	—	2,950	350
Hadrian Trust	1,000	—	135	865
Dixie Rose Findlay Charitable Trust	1,309	—	1,309	—
Stanley Town Council Neighbourhood Budget	—	3,000	300	2700
Barbour Foundation	—	2,000	558	1,442
Sir James Knott Trust	—	8,005	—	8,005
	<u>25,829</u>	<u>14,313</u>	<u>(10,127)</u>	<u>30,015</u>

15. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	1	—	1
Current assets	29,231	30,212	59,443
Creditors less than 1 year	(240)	—	(240)
Net assets	<u>28,992</u>	<u>30,212</u>	<u>59,204</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	1	—	1
Current assets	18,293	25,829	44,122
Creditors less than 1 year	(240)	—	(240)
Net assets	<u>18,054</u>	<u>25,829</u>	<u>43,883</u>