

**CULLERCOATS WATCH HOUSE**  
**(Company Limited by Guarantee)**

**TRUSTEE'S REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31 OCTOBER 2023**

**Charity Registered No: 1126835**  
**Co. Registered No: 5984013**

# CULLERCOATS WATCH HOUSE

## CONTENTS

<b>Trustees' Report</b>	<b>3 – 6</b>
<b>Independent Examiner's Report</b>	<b>7</b>
<b>Statement of Financial Activities</b>	<b>8</b>
<b>Balance Sheet</b>	<b>9</b>
<b>Notes to the Accounts</b>	<b>10 - 11</b>

# **CULLERCOATS WATCH HOUSE**

## **TRUSTEES' REPORT For The Year Ended 31 October 2023**

The Trustees present their report and accounts for the year ended 31 October 2023.

### **REFERENCE & ADMINISTRATION DETAILS**

#### **Name**

The name of the Charity was changed on 30<sup>th</sup> July 2021 from "The Watch House Club" to "Cullercoats Watch House"

#### **Registration Number**

The organisation is a Charitable Company limited by Guarantee and not having a share capital. The Company registration number is 5984013. The Charity Commission registration number is 1126835. The Charity Registration was effected on 21<sup>st</sup> November 2008.

#### **Address**

The postal address of the principal office of the charity is

**The Watch House, Front Street, Cullercoats, Tyne and Wear, NE30 4QB**

#### **Trustees**

Trustees who served in office during the period 1<sup>st</sup> November 2022 to the date of this report were as follows:-

Mr. F. G. Taylor (Chairman)  
Mr. D. Hodgson (Treasurer)  
Mr. G. E. Harrison  
Mr. M. English (from 7 November 2022)  
Mr. D. Humphreys (from 7 November 2022)  
Ms N. E. Scorer (From 18 July 2023)  
Ms H. M. Whitehead (from 18 July 2023)  
Mr P. A. Brown (from 18 July 2023)  
Mr T. D. Parrish (from 4 January 2024)  
Mr. D. V. Bell (to 1 September 2023)  
Mrs S. Cliffe (from 7 November 2022 to 4 January 2024)  
Miss A. L. Heslop (to 7 November 2022)  
Mr. A. Russell (to 4 April 2023)  
Mr. P. D. Robinson (to 4 April 2023)  
Mr. J. A. Slocombe (to 4 April 2023)  
Mr S. A. J. Ratcliffe (from 7 November 2022 to 4 April 2023)  
Mr. P. C. Kendal (from 7 November 2022 to 1 September 2023)

#### **Secretary**

Secretarial Assistance has been provided by Ms Lynn West

#### **Bankers**

HSBC Bank plc, 279 Whitley Road, Whitley Bay, Tyne and Wear, NE26 2SW

## **STRUCTURE, GOVERNANCE & MANAGEMENT**

### **Governing Document**

The organisation is governed by memorandum and articles of association of a charitable company.

### **Recruitment & Appointment of Trustees**

The present trustees were appointed because of their connection with the Watch House and the community of Cullercoats.

Trustees, other than subscriber trustees, are appointed at AGM or may be co-opted during the year by the existing Trustees.

### **Induction and Training of Trustees**

The process of induction and training of new Trustees is under the personal guidance and supervision of the existing Trustees.

### **Organisational Structure and How Decisions are Made**

The day to day management of the Charity is in the hands of a Trustees assisted by volunteers under the supervision of the Chairman.

### **Relationships with Related Parties**

The administration of the Charity is undertaken autonomously. However, there have been past arrangements with Dove Marine Laboratory, Cullercoats Primary School and the Cullercoats RNLI and Cullercoats Community Centre to facilitate community education and environmental projects.

### **Risk Assessment**

The Trustees recognise their responsibilities and are committed to minimise all the risks that the Charity may face. The major risks to which the Charity are exposed are identified by the Trustees in terms of both probability and potential risk and are reviewed regularly together with systems and procedures to manage those risks.

The major risk to the Charity is that of maintaining a suitable level of income to maintain the Watch House property and continue to build community within the Cullercoats area.

## **OBJECTIVES & ACTIVITIES**

### **The Objects of the Charity**

The objects of the Charity are as follows:-

- 1) To preserve for the benefit of the people of North Tyneside and the nation at large, Cullercoats Watch House and its associated cultural history.
- 2) To advance education and provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

## **The Aims of the Trust**

The aims of the Charity are to protect the Cullercoats Watch House and retain the property and associated cultural history for the benefit of the people of North Tyneside and build community.

## **The Main Objectives for the Year**

The main objective of the Charity in terms of the property, having obtained professional surveys of various aspects to establish the condition of the building, has been a concerted effort to raise funds to start an extensive project of maintenance and refurbishment.

In terms of building community, the trustees, with the help of additional volunteers, have this year extended greatly the community use of the building. This is now in regular weekly use for a dolphin watch group, a rockpool school, a meeting place for Bay swimming groups, exhibition space, yoga sessions, councillor surgeries and special events and a weekly “warm space” for the local community.

## **Strategies of the Charity**

The strategy of the Charity has been and continues to be one of engagement of the local residents and community organisations to strengthen and enhance the community spirit and identity.

## **Significance of Achievements**

The main achievement this year has been the significant funds that have been built up towards the protection and refurbishment of the building whilst also endeavouring to make progress in building community in the area.

## **ACHIEVEMENTS AND PERFORMANCE**

### **Review of Charity Activities**

The Trustees consider that the performance of the Charity in the assistance it has provided to the local community to have been satisfactory.

## **FINANCIAL REVIEW**

### **Reserves Policy**

The Trustees recognise the need to establish and maintain a level of reserves that enables financial stability, that meets the requirements of working capital and cushions against fluctuations of income levels and in the financial performance of the Charity.

### **Principal Funding Sources**

The Charity relies for the major part of its' income from fund raising activities and in view of the large anticipated refurbishment costs, a lot time has been spent on and continues to be spent on applications to funders to provide additional external financial support. We are indebted to all who have assisted in these efforts and have given their support both financially and in application of their time.



## **Investment Policy**

The trust has no investment plans as monies held on short-term deposits are only held with a view to building up monies to finance specific refurbishment projects.  
There is no formal ethical policy adopted at this stage.

## **PLANS FOR FUTURE PERIODS**

The objectives for future periods continue to be those as set out earlier in this report and to this end, the Trustees welcome approaches for financial assistance or for personnel to assist with "Open and Fund-Raising Days" in line with its' objectives and current activities.

## **STATEMENTS OF TRUSTEES' RESPONSIBILITIES**

The Trustees are required, under the Charities Act, to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the trustees should follow best practice and:-

- 1) select suitable accounting policies and apply them consistently;
- 2) make judgements and estimates that are reasonable and prudent;
- 3) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- 4) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Approval**

The Financial Accounts were approved by the Trustees on 8th February 2024 and signed on their behalf.

for Cullercoats Watch House



**FRANK TAYLOR**  
**Chairman**

## INDEPENDENT EXAMINERS REPORT

### Report to the Trustees of Cullercoats Watch House on the Accounts for the year ended 31<sup>st</sup> October 2023 Charity No - 1126835

#### Respective responsibilities of trustees and examiner

The Charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to

- 1). Examine the accounts (under section 43 of the Act),
- 2). Follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- 3). 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



Dated...18<sup>th</sup> March 2024.....

Name Mark Thompson MAAT

Address VODA  
Spirit of north Tyneside Wing  
2<sup>nd</sup> Floor, Wallsend Customer First centre  
16 The Forum  
Wallsend  
NE28 8JR

# CULLERCOATS WATCH HOUSE

## Statement of Financial Activities Year to 31 October 2023

	Permanent Endowment 2023	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
<b>INCOMING RESOURCES</b>					
Membership Fees and Fundraising		38,688		38,688	14,542
Donations			15,375	15,375	
Gift Aid Receivable			3,250	3,250	
Grants Received			56,000	56,000	8,480
Room Rental		5,820		5,820	
Bank Interest		1,014		1,014	8
<b>Total Incoming Resources</b>	<b>£ -</b>	<b>£ 45,522</b>	<b>£ 74,625</b>	<b>£ 120,147</b>	<b>£ 23,030</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable Activities</b>					
Fundraising Expenditure		5,690		5,690	755
Heat & Light		3,429		3,429	1,202
Water Rates		283		283	270
Insurances		690		690	652
Repairs & Renewals		1,535		1,535	377
Telephone & Internet		390		390	210
Postage & Stationery		137		137	
Licences & Subscriptions		260		260	
Professional Fees			7,806	7,806	9,053
Bank Charges		149		149	104
Sundry Expenses		50		50	50
Building Depreciation	2,500			2,500	2,500
<b>Governance Costs</b>					
Company House Fees		26		26	
<b>Total Resources Expended</b>	<b>£ 2,500</b>	<b>£ 12,639</b>	<b>£ 7,806</b>	<b>£ 22,945</b>	<b>£ 15,173</b>
<b>NET INCOMING RESOURCES</b>	<b>-£(2,500)</b>	<b>£ 32,883</b>	<b>£ 66,819</b>	<b>£ 97,202</b>	<b>£ 7,857</b>
<b>TOTAL FUNDS BROUGHT FORWARD</b>	<b>210,000</b>	<b>24,314</b>	<b>-</b>	<b>234,314</b>	<b>226,457</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>£ 207,500</b>	<b>£ 57,197</b>	<b>£ 66,819</b>	<b>£ 331,516</b>	<b>£ 234,314</b>

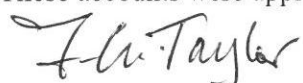


# CULLERCOATS WATCH HOUSE

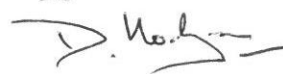
## Balance Sheet as at 31st October 2023

		2023 £	2023 £	2022 £	2022 £
	Notes				
<b>Fixed Assets</b>					
The Watch House Property	1e-f				
at Valuation			250,000		250,000
Less depreciation			42,500		40,000
			<u>207,500</u>		<u>210,000</u>
<b>Current Assets</b>					
Debtors	2	4,030		-	
Cash and Bank		120,249		24,314	
		<u>124,279</u>		<u>24,314</u>	
<b>Current Liabilities</b>					
Creditors & Accruals	3	263		-	
			124,016		24,314
			<u>£ 331,516</u>		<u>£ 234,314</u>
<b>Represented By:</b>	5				
Permanent Endowment			207,500		210,000
Restricted Funds			66,819		-
Unrestricted Funds			57,197		24,314
			<u>£ 331,516</u>		<u>£ 234,314</u>

These accounts were approved by the board on 8th February 2024



FRANK TAYLOR (Trustee)



DAVID HODGSON (Trustee)

These accounts have been prepared with the special provisions relating to small companies within Part 15 of the Companies Act 2006

For the financial period ended 31st October 2023, the company was entitled to exemption from audit under section 477 Companies Act 2006 and no notice has been deposited under section 476

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

# CULLERCOATS WATCH HOUSE

## NOTES TO THE ACCOUNTS

### Note 1. – ACCOUNTING POLICIES

#### (a) Basis of preparation

The financial statement 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

#### (b) Funds Structure

The Charity's funds structure is comprised of

- 1). Permanent Endowment fund arising from the ownership and the Watch House which is held as a freehold property.
- 2). Restricted Funds where donations have been given specifically towards the refurbishment of the building.
- 3). Unrestricted Funds where no specific conditions have been attached to monies provided to the charity.

The aims and objects of the Charity are set out in Trustees Report.

#### (c) Incoming resources

All incoming resources are recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

#### (d) Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on a accruals basis and has been classified under headings that aggregate all costs related to the category.

#### (e) Fixed assets

The freehold property is stated at the estimated market value on incorporation of the Charity.

#### (f) Depreciation

Depreciation is provided on the freehold property at the rate of 1% per annum on a straight line basis.

### Note 2 – DEBTORS

	2022	2023
Trade debtors	780	-
Gift Aid Tax refundable	3,250	-

### Note 3 – CREDITORS & ACCRUALS

The creditors are accruals in respect of utility costs and annual return filing fees.

### Note 4 - REMUNERATION

No remuneration has been paid to any of the Trustees in their roles as Trustees.

**Note 5 – FUNDS ANALYSIS**

Grants and Donations with associated Gift Aid refunds that have specifically been given towards the restoration of the building are held as “Restricted funds”. All other funds other than the permanent endowment are unrestricted.

**Note 6 – RELATED PARTY TRANSACTIONS**

There are no related party transactions.