



# **Birtley Community Partnership**

(a company limited by guarantee)

**Company Registration no 07031458**

**Charity Registration no 1133663**

## **Financial Statements**

**For the period ended**

**30 June 2020**

Birtley Community Partnership  
16 Harraton Terrace  
Durham Road  
Birtley  
Chester-le-Street  
Co Durham  
DH3 2QG

## Legal and Administrative Information

<b>Name:</b>	Birtley Community Partnership	
<b>Company No:</b>	07031458	
<b>Charity No:</b>	1133663	
<b>Directors/Trustees:</b>	Hazel Weatherley (Chair) Susan Thornton Mike Cool (Treasurer) Barry Ross (Now Retired) Dr Melissa Girling Paul Kelly Judith Turner	
<b>Registered Address:</b>	16 Harraton Terrace Durham Road Birtley, Chester-le-Street Co Durham, DH3 2QG	
<b>Bankers:</b>	Unity Trust Nine Brindleyplace Birmingham B1 2HB	Lloyds Bank plc Chester-le-Street (309194) Branch PO Box 1000 BX1 1LT
<b>Structure:</b>	Birtley Community Partnership is a Company limited by guarantee and a registered Charity, registered on 27 September 2009	
<b>Independent Examiner:</b>	Mark Thompson MAAT	

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## **Directors'/Trustees' Report**

### **Objectives and Activities**

To promote the benefits of the inhabitants of Birtley, without distinction of sex, sexual orientation, race or of political, religion or other options, by bringing together statutory and voluntary organisations in a common effort to improve the physical and economic conditions of life in the Birtley area, and to promote the provision of facilities in the interests of social welfare with the objects of improving the conditions of life of the said inhabitants.

To promote all or any charitable purpose for the benefit of the community within the area of benefit. The organisation shall be non-party in politics and non-sectarian.

The Partnership hold public meetings three times a year to enable groups, e.g. police, fire service and NHS primary care trust to give presentations. The Committee meet monthly to promote the betterment of the buildings and environment of Birtley through the best value review, etc. We have renovated a building which we obtained through the transfer of assets scheme to become our resource centre.

### **Achievements and Performance**

Our focus has continued to mirror the principles of the local authority's "Thrive Agenda" but based around our catchment area of Birtley and part of Lamesley. Unfortunately our volunteers have kept up to date in virtual meetings and virtual afternoon teas.

Only days before Covid lockdown we were presented with a National Lottery Community Fund grant of £154,500 and a further Sportworks grant of £10,000 to support our work and fund families to take part in sports together. Fortunately our main building was identified to be a Gateshead Council Shielding Hub and we have been able to continue our work alongside council staff and work with families that didn't meet the set criteria to be regarded as vulnerable.

The Mary Sanders Hall has been fully repaired and refurbished following last year's fire and continues to provide an income for the Partnership.

During the year we have:

- Been able to plough ahead and appoint a development worker
- Granted funding to appoint another part time admin assistant to the development worker
- Fund a new lift to the upper floor of the Hub building to enable better use of our training rooms and offices
- Engaged Connected voice to work with us to do a development plan, forecasted budget, register of risks and renew our Memorandums and articles.
- Continued working with The Baltic Centre for Contemporary Art to provide food and holiday activities during school breaks.
- Maxed a covid safe, streamed, virtual switch on of two new town Christmas trees

The trustees/directors 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 as described above.

### **Financial Review**

The financial position for the year ending 30 June 2020 shows net incoming funds of £90,880 and total outgoing resources of £64,188, with a balance brought forward from the previous period of £18,197 the total funds carried forward are £44,889, of which £19,511 is restricted, £18,766 is designated and £6,613 is unrestricted.

## **Birtley Community Partnership (a company limited by guarantee)**

### **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 to build up unrestricted funds, which are free reserves of the company, to a level that equates to approximately 3 to 6 months unrestricted expenditure. This will provide sufficient funds to cover redundancy liabilities management and administration support costs and any emergencies that may arise from time to time.

### **Plans for the Future**

Following the successful delivery of Gateshead Council's shielding hub. We are identified as one of only five community groups across the borough to counting working closely with the council to deliver their Thrive agenda by putting support and services back into local centres and away from centralised services. This has resulted in a share of £499,000 Lottery funding to deliver these services including specialist staff and hot desks to advise and support residents in their own locality

We will:

- Continue working with Connected Voice until our Mems and Arts, development plans etc are completed and to appoint new trustees.
- Seek to appoint an office/centre manager to oversee the day to day running of the partnership, our two buildings and liaise directly with council officers, CAB, DWP etc.
- Continue with and extend our team of volunteers to work in and online to support our local community.
- Continue, in a Covid safe way, to provide support, activities and low-cost family trips and events during school holidays.

### **Directors' responsibilities:**

The Directors/Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity, and which enable them to ascertain the financial position of the company and which enable them to comply with applicable law. The Directors/Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

For the year ending 30 June 2020 the company was entitled to exemption from audit 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 trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

### **Approved by the members and signed on their behalf:**

Name: Hazel Weatherley. (Chair)

Signature: 

Date: 15<sup>th</sup> July 2021

**Birtley Community Partnership (a company limited by guarantee)**  
**Independent Examiners Report**

Report to the trustees/directors of Birtley Community Partnership Limited on Accounts for the period ended 30 June 2020 set out on pages 8-13

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under s.145 of the Charities Act 2011 ('the Act'), and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination; it is my responsibility to:

- Examine the financial statements under s.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 2011 Act; and
- State whether particular matters have come to my attention

**Basis of 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 these 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which agree with the accounting records and comply with the accounting requirements of the 2011 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.

Mark Thompson MAAT

Date            2<sup>nd</sup> September, 2021

Signed



**Statement of Financial Activities**  
(incorporating the income and expenditure account)

**for the year ended 30 June 2020**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2019-20 £	Total Funds 2018-19 £
<b>Income and Endowments from:</b>						
Donations and Legacies		10,962	10,000	41,948	62,910	14,814
Charitable Activities		7,338	19,935	0	27,273	21,764
Other Trading Income		0	0	659	659	750
Investment Income		38	0	0	38	5
Other					0	0
<b>Total</b>		<b>18,338</b>	<b>29,935</b>	<b>42,607</b>	<b>90,880</b>	<b>37,333</b>
<b>Expenditure on:</b>						
Raising Funds		40	0	0	40	7
Charitable activities		17,373	19,694	27,081	64,148	37,950
Other resources expended						0
<b>Total</b>		<b>17,413</b>	<b>19,694</b>	<b>27,081</b>	<b>64,188</b>	<b>37,957</b>
<b>Net incoming/outgoing resources before transfers</b>						<b>(624)</b>
Transfers						
<b>Net movement in funds</b>		<b>925</b>	<b>10,241</b>	<b>15,526</b>	<b>26,692</b>	<b>(624)</b>
Reconciliation of Funds						
<i>Total Funds brought forward</i>		5,688	8,525	3,985	18,197	18,823
<b>Total funds carried forward</b>		<b>6,613</b>	<b>18,766</b>	<b>19,511</b>	<b>44,889</b>	<b>18,197</b>

The notes on pages 10-13 form an integral part of these financial statements.

# Balance Sheet

as at 30 June 2020

	Note	Total Funds 2019-20 £	Total Funds 2018-19 £
<b>Current Assets</b>			
Debtors and Prepayments		0	420
Cash at Bank and In Hand		45,480	18,161
<b>Total Current Assets</b>		<b>45,480</b>	<b>18,581</b>
<b>Liabilities</b>			
Creditors: Amounts falling due within one year		(590)	(384)
<b>Total Current Assets less Current Liabilities</b>		<b>(590)</b>	<b>(384)</b>
Creditors: Amounts falling due after one year		0	0
<b>TOTAL ASSETS LESS TOTAL LIABILITIES</b>		<b>44,890</b>	<b>18,197</b>
<b>The Funds of the Charity:</b>			
Restricted Funds		19,511	3,985
Designated Funds		18,766	8,525
Unrestricted Funds		6,613	5,688
<b>TOTAL CHARITY FUNDS</b>		<b>44,890</b>	<b>18,197</b>

## Directors'/Trustees' responsibilities:

For the year ending 30 June 2020 the company was entitled to exemption from audit 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 trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

## Approved by the members and signed on their behalf:

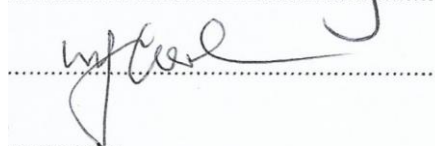
Name:....Hazel Weatherley

Signature



Name:.....Michael J Cool

Signature



Date:.....15<sup>th</sup> July 2021.



# Notes to the Financial Statements

for the period ending 30 June 2020

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## 1 1 Accounting Policies

### Basis of Preparation

These 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 January 2015) – Charities SORP (FRS 102).

Birtley Community Partnership 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).

### Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources.
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Capital Grants are released over the economic useful life of the asset to which they relate

### Resources Expended and Liabilities

Resources expended have been analysed using a natural classification.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

### Taxation

The charity is exempt from corporation tax on its charitable activities.

### Assets

Assets are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or a reasonable value on receipt.

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight-line basis for and a reducing balance method for.

### Investments

The Charity only has income from a bank deposit account.

## Birtley Community Partnership (a company limited by guarantee)

### 2 Funds

The Charity has 2 funds, an unrestricted general fund and a restricted fund used for purchasing items of a specific nature funded by one funder: hence all movements on each fund are disclosed.

#### Analysis of Funds

The Designated Contingency Fund is to cover redundancy liabilities and 3 to 6 month's running costs in line with the organisation's reserves policy.

#### Restricted Funds

Fund	Balance b/f	Income	Expenditure	Transfers	Balance
Access to Work	0	1,642	(4,464)		(2,822)
BIG	0	23,496	(6,159)		17,337
Community Foundation	1,856	0	(1,856)		0
Birtley Community Partnership 10th Anniversary Fund	800	659	(943)		516
Emergency Food	0	1,220	(22)		1,198
Holiday Hunger	229	4,250	(3,229)		1,250
Staff Training	600	0	(10)		590
Switch on	0	950	(408)		542
Sports Works Ltd	0	9,990	(9,990)		0
Volunteer Fund	0	400	0		400
<b>Total Restricted</b>	<b>3,485</b>	<b>42,607</b>	<b>(27,081)</b>	<b>0</b>	<b>18,611</b>

#### Designated Funds

Fund	Balance b/f	Income	Expenditure	Transfers	Balance
Mary Sanders Hall (MSH)	5,793	29,935	(19,694)	(10,000)	6,034
Festival and Event Fund	694	0	0		694
Contingency Fund	2,038	0	0	10,000	12,038
<b>Total Designated</b>	<b>8,525</b>	<b>29,935</b>	<b>(19,694)</b>	<b>0</b>	<b>18,766</b>

#### Unrestricted Funds

Fund	Balance b/f	Income	Expenditure	Transfers	Balance
Birtley Community Partnership	5,688	18,338	(17,413)		6,613
<b>Total Designated</b>	<b>5,688</b>	<b>18,338</b>	<b>(17,413)</b>	<b>0</b>	<b>6,613</b>
<b>Total Funds</b>	<b>18,197</b>	<b>90,880</b>	<b>(64,188)</b>	<b>0</b>	<b>44,889</b>

#### Analysis of Income and Expenditure 2019-20

##### Incoming Resources

##### Donations and Legacies

	Unrestricted	Designated	Restricted	Total
Donations	962			962
Access to Work			1,642	1,642
BIG			23,496	23,496
Holiday Hunger			4,250	4,250
Switch on			950	950
Sports Works Ltd			9,990	9,990
Gateshead Council	10,000	10,000		20,000
Volunteer Fund			400	400
Emergency Food			1,220	1,220
	10,962	10,000	41,948	62,910

**Birtley Community Partnership (a company limited by guarantee)**

**Charitable Activities**

Coffee Shop Income	369			369
Room Hire	4,117	12,295		16,412
Festivals and Events/Speakers				0
Memory Stick Sales	9			9
Mono Printing	182			182
Colour Printing	4			4
Trips and Events	597			597
Other	2060	7,640		9,700
	7,338	19,935	0	27,273

**Other Trading Income**

Fundraising Income			659	659
	0	0	659	659

**Investment Income**

Bank Interest Earned	38			38
	38	0	0	38

**Total**

	18,338	29,935	42,607	90,880
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**Expenditure on:**

**Raising Funds**

Fundraising Expenses	Unrestricted	Designated	Restricted	Total
	40			40
	40	0	0	40

**Charitable Activities**

Gross Salaries, NI and Pension	8,550	5,578	8,149	22,277
Project Delivery Staff			1,400	1,400
Staff Training	33		10	43
Staff Travel	96	1		97
Insurance	553	709	93	1,355
Volunteer Expenses	23		49	72
Volunteer Training				0
Utilities	2,021	2,859	269	5,149
Stationery/Postage	269	111		380
Magazine Printing/Marketing/Publicity				0
IT Maintenance/Software/Web Development	110	55		165
Telephone/Internet	1,014	761		1,775
Repairs/Maintenance	1,057	7,821	88	8,966
Legal/Professional	259	129		388
Book-keeping/Accountancy/Payroll Fees	1,093	849	456	2,398
Sanitary/Cleaning	651	300	21	972
Coffee Bar Costs	232			232
Project Costs	73		11,826	11,899
Subscriptions/Affiliations/Licences	79	40		119
Room Rent			256	256
Festivals, Trips and Events	392			392
Specialist Equipment			4,464	4,464
Bank Charges	48	24		72
Independent Examination Fee	100	50		150
Other	720	407		1,127
	17,373	19,694	27,081	64,148
<b>Total</b>	17,413	19,694	27,081	64,188

## Birtley Community Partnership (a company limited by guarantee)

### Support Costs

Support Cost Type	Fundraising Activity £	Charitable Activity £	Governance Activity £	Total Cost £
Gross Salaries, NI and Pension		22,277		22,277
Staff Training		43		43
Staff Travel		97		97
Insurance		1,355		1,355
Volunteer Expenses		72		72
Volunteer Training		0		0
Utilities		5,149		5,149
Stationery/Postage		380		380
Magazine Printing/Marketing/Publicity		0		0
Telephone/Internet		1,775		1,775
Repairs/Maintenance		8,966		8,966
Book-keeping/Accountancy/Payroll Fees		2,398		2,398
Sanitary/Cleaning		972		972
Subscriptions/Affiliations/Licences		119		119
Bank Charges		72		72
Other		1,127		1,127
Fundraising Costs	40			40
Independent Examination of Accounts			150	150
<b>Total</b>	<b>40</b>	<b>44,802</b>	<b>150</b>	<b>44,992</b>

### 3 Employees

Employees	Unrestricted £	Designated £	Restricted £	2019-20 £	2018-19 £
Salaries and NI	8,417	5,369	7,693	21,479	
Payroll/Pension Fees	133	209	456	798	
<b>Total</b>	<b>8,550</b>	<b>5,578</b>	<b>8,149</b>	<b>22,277</b>	
<b>Number of Employees</b>	<b>2019-20</b>	<b>2018-19</b>			
3 part time	2	3			

No member of staff was paid remuneration of more than £60,000.

### 4 Debtors

There were no debtors at this time

### 5 Creditors: due within 1 year

	2019-20 £	2018-19 £
Independent Examination Fee	150	150
Peoples Pension	104	24
HMRC - PAYE	336	210
<b>Total</b>	<b>590</b>	<b>384</b>