

Seaton Sluice Community Association - Report of Directors and Trustees
Financial Accounts for the year ended 31 January 2021

Seaton Sluice Community Association
Company Number: 06996853
Registered Charity: 1134674

Seaton Sluice Community Centre
Albert Road
Seaton Sluice
Whitley Bay
Tyne & Wear
NE26 4QX

Seaton Sluice Community Association - Report of Directors and Trustees
Financial Accounts for the year ended 31 January 2021

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Seaton Sluice Community Association - Report of Directors and Trustees

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We present our Annual Report with the accounts of the Company to year end of January 2021

Reference and Administrative Details

We are a company limited by guarantee, not having a share capital, and are a Registered Charity, No 1134674. Our Company Registration number is 06996853. All Directors of the Company are also Trustees of the Charity and those in office this year were:

Directors/Trustees (Elected Committee members)

Ken Patterson	Chair	Liz Vuyk	Bookings Officer
Joyce Brown	Vice Chair	Don Atha	Maintenance Officer
Alison Thomas	Treasurer	Jean Carlton	Trustee
Claire Mitchell	Caretaker	Cathy Patterson	Craft Club Rep

Objects and Activities

Our objects are to promote the leisure, education and wellbeing opportunities for people in the village and surrounding areas. We work in partnership with group leaders, local authorities and voluntary and other authorities, to provide facilities for social welfare recreation and leisure time, by maintaining safe, welcoming and affordable venues for rental for a wide range of clubs and activities to take place. Our current regular 45 activities include Art, singing, music and photography and creative crafts groups, exercise and dance for all ages and abilities, and other social and emotional support groups.

Structure, Governance and Management

Governing Documents

After operating since 1974 we were incorporated on 29 August 2009 and are now governed by a Memorandum and Articles of Association.

Recruitment and Appointment of Directors/Trustees

Directors/Trustees are appointed annually at the AGM, and we aim to reflect the diversity of the recipients of our services. New Directors/Trustees are encouraged to use the skills they bring to the benefit of the Association, and are provided with induction into the role, offered ongoing training as required. They are made aware of Charity Commission publications and other useful networking and training opportunities.

Risk Management

We have assessed, and regularly review, the risks to which we and our centre users are exposed, and adapt Policies and Procedures to mitigate and reduce such risks. Centre hirers are provided with information and sign Risk Assessment Policies. No major risks have been identified. Financial risk management includes the setting and regular review of our Reserves Policy, to ensure that we maintain sufficient reserves to sustain operation should income-generating activities be curtailed. We also insure ourselves against loss of income in our Annual Insurance Policy.

Key achievements throughout the year have included

- Became Covid 19 compliant to ensure safe social distancing for visitors and volunteers
- Established the Reception Office in Room 3 to prevent people wandering around the building
- Secured delay in spending funds for training which was cancelled due to the pandemic
- Industrial extractor unit and venting system fitted in Kitchen to reduce condensation
- Ramp fitted at Main Building exit door
- Installation of three womens' toilets in the Main Block, one with a sink in the cubicle, plus three more sinks and an additional baby change unit
- We updated our Policies to ensure we meet our requirements

Partnership working

- We work closely with our local Co-op store on a food share scheme and surplus or out of date food is given to us on Mon and Thur. This is redistributed locally or used for soups for the cafe
- Worked closely with Seaton Sluice & Old Hartley Residents Association (SSandOHRA) to operate as the local Community Hub providing essential Volunteer support to vulnerable people during lockdown, collecting prescriptions, shopping etc
- Seaton Sluice & Old Hartley Residents' Association staffed the office daily 10am to noon for people to phone in their support needs
- We promoted and supported the Post Office to safely open after lockdown

Priorities for the coming years

Our Development plan review prioritises required works

- Continuously Improve the disability access of the main building, including a ramp
- Cover the entrance stairs to the Main Hall to reduce the impact of rain
- Further increase room usage on quiet days
- Seek and train a range of volunteers to support reception and running of the centre and our projects

Accountant's Report to the Board of Directors

This report is made solely to the Board of Directors of Seaton Sluice Community Association (SSCA) and my work has been undertaken solely to prepare for your approval the accounts of SSCA. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than SSCA and its Board of Directors as a body for my work or for this report.

As a practicing member of the Institute of Certified Bookkeepers in England and Wales (ICB), I am subject to its ethical and professional requirements which are detailed at www.bookkeepers.org.uk/membership/ethics--regulation/professional-conduct-regulations.

To assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Seaton Sluice Community Association (SSCA) for the year ended 31 January 2021. These accounts have been prepared from the company's accounting records and from information and explanations provided. You consider that SSCA is exempt from the statutory audit requirement for the year and I have not been instructed to carry out an audit or a review of the accounts of SSCA. It is your duty to ensure SSCA has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and income and expenditure of SSCA.

These accounts are unaudited but I can confirm that I have checked income and expense records match with financial statements. Whilst I offer no opinion on the statutory accounts I consider them to be a complete and true reflection of the financial position of SSCA.

Mrs G L Alexander MICB

Certified Bookkeeper

27 August 2021

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Seaton Sluice Community Association

Statement of Financial Activities
(Including Income and Expenditure Account)
For Year Ended 31 January 2021

	2021			2020
	Unrestricted	Restricted	Total	Total
Income From:				
Activities to further our Objects:				
Activities, Grants Received etc	37,810	3,148	40,958	44,039
Investment Income:				
Bank Interest Received	39	0	39	59
	<u>37,849</u>	<u>3,148</u>	<u>40,997</u>	<u>44,098</u>
Expenditure On:				
Operating Expenditure	<u>27,714</u>	<u>900</u>	<u>28,614</u>	<u>36,565</u>
Net Movement In Funds:	10,135	2,248	12,383	7,533
Funds Brought Forward	<u>106,532</u>	<u>1,350</u>	<u>107,882</u>	<u>100,349</u>
Funds Carried Forward	<u>116,667.3</u>	<u>3598</u>	<u>120,265</u>	<u>107,882</u>

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Balance Sheet
As At 31 January 2021

	2021			2020
	Unrestricted	Restricted	Total	Total
Tangible Fixed Assets	<u>59,323</u>		<u>59,323</u>	<u>60,703</u>
Current Assets				
Bank Deposit Account	52,093		52,093	42,055
Bank Current Account	9,199		9,199	5,964
	<u>61,292</u>		<u>61,292</u>	<u>48,019</u>
Creditors:				
Amounts payable within one year	350		350	840
Net Current Assets	<u>60,942</u>		<u>60,942</u>	<u>47,179</u>
Total Assets less Current Liabilities	<u>120,265</u>		<u>120,265</u>	<u>107,882</u>
Total Funds				
Accumulated Reserves	<u>120,265</u>		<u>120,265</u>	<u>107,882</u>

For the year ended 31 January 2021 the company was entitled to exemption from audit under Section 477 (2) of the Companies Act 2006 relating to small companies regime.

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 responsibilities for:

- ensuring the company keeps accounting records which comply with Section 386; and
- preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 393, which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts are prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Signed on behalf of the Committee by:

A Thomas, Director

A. Thomas

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Notes to the Accounts for Year Ended 31 January 2021

1 Statutory information

Seaton Sluice Community Association is a private company, limited by guarantee, registered in England and Wales, registration number 06996853. The registered office is SEATON SLUICE COMMUNITY CENTRE ALBERT ROAD, SEATON SLUICE, WHITLEY BAY, TYNE AND WEAR, NE26 4QX.

2 Accounting Policies

- The accounts have been prepared in accordance with the provisions of FRS 102 in UK and Republic of Ireland for Small Entities and with Accounting and Reporting for Charities (Charities SORP – FRS102)
- As we meet the definition of a public benefit entity, assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.
- The principal accounting policies adopted in the preparation of the financial statements have remained unchanged from the previous year, and also have been consistently applied within the same accounts.
- Unrestricted funds are available for use at the discretion of the Directors/Trustees in furtherance of our general objectives. Restricted funds are subjected to restrictions on their expenditure imposed by the donor.
- All Income is included in the Statement of Financial Activities when we are entitled to the Income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:
 - Income from our Activities is recognised on an Accruals basis.
 - Income received by way of Grants and Donations is included in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by ourselves, are recognised when we become unconditionally entitled to the grant. Grants related to the performance and specific deliverables are accounted for when as we earn the right to consideration by our performance.
 - Investment income is included when receivable.
 - The value of services provided by volunteers has not been included in these accounts.
- Expenditure is recognised on an accruals basis, including VAT. It comprises those costs incurred in the delivery of our activities and services. It includes both costs that can be allocated to such activities and those costs of an indirect nature necessary to support them.
- Depreciation is provided on a straight line basis at the following annual rate in order to write off each asset over its estimated useful life:

Freehold Property – 2%
- The accounts are presented in £ sterling.

3 Taxation

As a registered charity, we have no liability to taxation

4 Members

The company is limited by guarantee and the liability of each member is limited to £1. There are eight members of the company.

5 Net Movement in Funds

This is stated after charging:

	<u>2020</u>	<u>2019</u>
Depreciation of Tangible Fixed Assets	1,380	1,380

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6 Tangible Fixed Assets (Unrestricted)

Cost	£
At 1 February 2020 and at 31 January 2021	<u>68,980</u>
Depreciation	
At 1 February 2020	8,277
Charge for year	<u>1,380</u>
At 31 January 2021	9,657
Net Book Value	
At 31 January 2021	<u>59,323</u>

7 Creditors: amounts falling due within one year

	<u>2021</u>	<u>2020</u>
Accrued Charges	350	840

8 Analysis of Restricted Funds

Northumberland County Council Community Chest £3148 for the provision of Kitchen Vent.
EDF Community Fund

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Detailed Statement of Financial Activities
(Including Income and Expenditure Account)
For Year Ended 31 January 2021

	2021			2020
	Unrestricted	Restricted	Total	Total
Income From:				
Activities, Grants Received etc	37,810	3,148	40,958	44,039
Bank Interest Received	39		39	59
	<u>37,849</u>	<u>3,148</u>	<u>40,997</u>	<u>44,098</u>
Expenditure On:				
Honoraria	2400		2,400	2,400
Repairs, Cleaning, Caretaking	10,386		10,386	18,542
Administration, Telephone etc	726		726	803
Project Costs etc	847		847	2,084
Heating, Lighting and Water	4,789		4,789	6,766
Rent, Rates and Insurance	2,224		2,224	2,134
Bank Charges	34		34	5
Subscriptions, Licences etc	342		342	1,339
Sundry Expenses	250		250	272
Improvements	3,300	900	4,200	0
Accountants Fees	1036		1,036	840
Depreciation Freehold Property	1,380		1,380	1380
	<u>27,714</u>	<u>900</u>	<u>28,614</u>	<u>36,565</u>
Net Movement In Funds:	10,135	2,248	12,383	7,533
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