

Seaton Sluice Community Association

Company Number : 06996853

Registered Charity : 1134674

Seaton Sluice Community Centre

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

Annual report and Accounts

To 31 January 2022

We present our Annual Report with the accounts of the Company to year end of January 2022

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 as of AGM Nov 2021)

Ken Patterson	Chair	Liz Vuyk	Bookings Officer
Joyce Brown	Vice Chair	Don Atha	Maintenance Officer
Alison Thomas	Treasurer	Jean Carlton	Trustee
Claire Mitchell	Caretaker	Beverley Charlton	Trustee
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 room for rental for a wide range of clubs and activities. Our 53 regular activities include Art, singing, music, photography, creative crafts groups, exercise and dance for all ages and abilities, and other social and emotional support groups.

Structure, Governance and Management:

Governing Documents: Having operated as a Community Centre 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 and 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. Our Policies and Procedures aim 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:

- Adapted our Covid 19 compliancy to enable safe social distancing for visitors and volunteers
- Secured delay in spending funds for training which was cancelled due to the pandemic
- Lightweight tables and chairs bought from grant monies for ease of ageing group users
- New modern doors added to Hall entrance
- Ramp, railings and new steps fitted at the Hall entrance for accessibility.
- Updated Policies to ensure we meet our requirements, including Environmental Policy
- Received insurance refund for the outdoor equipment and shed which were damaged during storm Arwen

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 (SS&OHRA) to operate as the local Community Hub for Covid 19 test kits
- Promoted and supported the Post Office to safely open after lockdown
- Continued reduced rental for struggling groups to encourage their continuity as they recruit new members
- Offered larger rooms for groups than their usual one, to ensure social distancing was met
- Changed room usage around to maximise daytime use, as some vulnerable groups prefer this
- This enabled Nicola Gauld Dance class to engage 100 children age 3 to 16yrs each week
- Recycle crisp packets, spectacles, ink cartridges, stamps

Priorities for the coming years: Our Development plan prioritises required works

- Secure funds for, and deliver a range of Jubilee Celebratory events for village residents
- Secure funds for Youth engagement work to reduce risk of antisocial behaviour
- Develop an action plan to implement our Environmental Policy
- Consider and implement a Trustee Code of Conduct
- Seek funds for more lightweight chairs as many centre users are older or frail
- Seek funding to re-develop youth support tin our area
- Cover the entrance stairs to the Main Hall to reduce the impact of rain
- Seek and train a range of volunteers to support reception and running of the centre and our projects
- Support the Food Bank and other donation appeals

Seaton Sluice Community Association

Statement of Financial Activities (Including Income and Expenditure Account) For Year Ended 31 January 2022

	2022			2021
	Unrestricted	Restricted	Total	Total
Income From:				
Activities to further our Objects:				
Activities, Grants Received etc	49,700	3,000	52,700	40,958
Investment Income:				
Bank Interest Received	5.86	0	5.86	39
	<u>49,706</u>	<u>3,000</u>	<u>52,706</u>	<u>40,997</u>
Expenditure On:				
Operating Expenditure	<u>38,794</u>	<u>0</u>	<u>38,794</u>	<u>28,614</u>
Net Movement In Funds:	10,912	3,000	13,912	12,383
Funds Brought Forward	<u>120,265</u>	<u>0</u>	<u>120,265</u>	<u>107,882</u>
Funds Carried Forward	<u>131,177.3</u>	<u>3,000</u>	<u>134,177</u>	<u>120,265</u>

Seaton Sluice Community Association

Company Number: 06996853

Balance Sheet

As at 31 January 2022

	2022			2021
	Unrestricted	Restricted	Total	Total
Tangible Fixed Assets	57,943		57,943	59,323
Current Assets				
Bank Deposit Account	67,099		67,099	52,093
Bank Current Account	9,385		9,385	9,199
	76,484		76,484	61,292
Creditors:				
Amount payable within one year	250		250	350
Net Current Assets	76,234		76,234	60,942
Total Assets less Current Liabilities	134,177		134,177	120,265
Total Funds				
Accumulated Reserves	134,177		134,177	120,265

For the year ended 31 January 2022 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.

Approved by the Management Committee on __19th May 2022__ and signed on its behalf by:

A Thomas, Director

Seaton Sluice Community Association

Detailed Statement of Financial Activities (Including Income and Expenditure Account) For Year Ended 31 January 2022

	2022			2021
	Unrestricted	Restricted	Total	Total
Income From:				
Activities, Grants Received etc	49,700	3,000	52,700	40,958
Bank Interest Received	6		6	39
	<u>49,706</u>	<u>3,000</u>	<u>52,706</u>	<u>40,997</u>
Expenditure On:				
Honoraria				2,400
Repairs, Cleaning, Caretaking	7,670		7,670	10,386
Administration, Telephone etc	1,199		1,199	726
Project Costs etc	1,516		1,516	847
Heating, Lighting and Water	4,009		4,009	4,789
Rent, Rates and Insurance	2,349		2,349	2,224
Bank Charges	25.9		26	34
Subscriptions, Licences etc	1,798		1,798	342
Sundry Expenses	587		587	250
Improvements	17,661		17,661	4,200
Accountants Fees	600		600	1,036
Depreciation Freehold Property	1,380		1,380	1,380
	<u>38,794</u>	<u>0</u>	<u>38,794</u>	<u>28,614</u>
Net Movement In Funds:	10,912	3,000	13,912	12,383
Funds Brought Forward	<u>120,265</u>		<u>120,265</u>	<u>107,882</u>
Funds Carried Forward	<u>131,177</u>	<u>3,000</u>	<u>134,177</u>	<u>120,265</u>

Seaton Sluice Community Association

Notes to the Accounts For Year Ended 31 January 2022

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 RO, 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>2021</u>	<u>2020</u>
Depreciation of Tangible Fixed Assets	1,380	1,380

6 Tangible Fixed Assets (Unrestricted)

Cost	£
At 1 February 2021 and at 31 January 2022	<u>68,980</u>
Depreciation	
At 1 February 2021	9,657
Charge for year	<u>1,380</u>
At 31 January 2022	11,037
Net Book Value	
At 31 January 2022	<u>57,943</u>

7 Creditors: amounts falling due within one year

	<u>2021</u>	<u>2020</u>
Accrued Charges	250	350

8 Analysis of Restricted Funds

Our restricted reserves are:

1. 30,000 as a general fund equivalent to 12 months operating costs
2. £20,000 as a refurbishment/repair fund /cyclical maintenance
3. £2,000 as an emergency maintenance fund
4. £3,000 from the liquidation of Seaton Valley Partnership. Restricted to the employment of a Centre Manager in 5 to 7 years, when we no longer have volunteers to run the centre. We aim to add to this pot each year
5. £10,000 from the liquidation of Seaton Valley Partnership. This is held in trust for the development of Youth Work in Seaton Valley.

This is viewed as the best balance between the prudent management of the resources under our trust and the best use of the charity's resources to deliver its aims.

At the 2022 year-end this would leave a balance of £11,234 which would be used as follows:

- a) agreed capital costs - ie purchase & installation of data projector and associated sound equipment, new cutlery and crockery, exterior shed and gardening equipment.
- b) to enable us to reduce the hire charges by 50% for eligible organisations and individuals from the agreed current levels of hire, to encourage use of the centre, particularly by under 18's. This will be reviewed for September rentals renewals