

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 2025

We present our Annual Report with the accounts of the Company to year end of January 2025

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 2024)

Cathy Patterson (Craft Club Representative)	Frances Free (Minutes Secretary)
Liz Vuyk (Treasurer and Bookings Officer)	Don Atha (Maintenance Officer)
Claire Mitchell (Administration/Reception/Caretaker)	Alison Thomas (Fundraiser)
Nicola Gauld (Dance Group Representative)	Elaine Kilro (Volunteer Co-Ordinator)

Objects and Activities

Our objectives are to promote leisure, education and wellbeing opportunities for people in the village and surrounding areas. We work in partnership with group leaders. Local authorities, voluntary and other authorities, to provide facilities for social welfare recreation and leisure time, by maintaining safe, welcoming and affordable rooms for rental for a wide range of clubs and activities. Our 53 regular activities include Art, Singing, Music, Photography, Creative Craft 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.

Sadly, our year started with the loss of a stalwart Trustee: Kenneth Pattison died. He was a dedicated volunteer whose enthusiasm for recycling items from local skips for the community centre will always be remembered. Without his leadership and hard work Seaton Sluice would not have a Community Centre.

We welcomed 7 new groups to the centre:

Coastal Crochet, Grief Circle, Whittle's Wildlife, Tai Chi, Balance and Exercise Class and Don Graham Productions. Unfortunately, due to our ageing volunteer force Colywell Radio Players and our Tea Dance groups folded.

Key Achievements during the year included

1. We continue to host a Sports Club for 9-14 year olds every Tuesday during School Holidays. Our kitchen volunteers provide a hot lunch for all participants (funded by SVPC).
2. We installed new projectors in the Small Hall and Room 5.
3. Upgraded our internet system around the library block and into our relocated office in Room 3.
4. Our Fire Alarm and CCTV systems have been upgraded and improved. We now have 16 cameras covering the whole community centre.
5. Our Luncheon Club and Cinema Club continues to thrive. The kitchen volunteers have produced over 1,000 3 course meals at a minimal cost during the year.
6. ETOS (Education other than at School): Jackson has thrived in Room 11 and has now been moved into Room 12. The ETOS Team are busy planting a Sensory Garden in the Community Garden at the rear of the Centre.
7. We celebrated the 30th anniversary of the library being set up in the Centre. Our celebration cake was cut by Councillor Jeff Watson and Joyce Hunter, our longest serving library assistant/now volunteer. The library with the help of our 4 volunteers also acts as a warm hub Mondays, Wednesdays and Fridays. On average we have over 100 residents using the library every week.
8. During Volunteers Week we celebrated with the village community achieving the King's Award for Voluntary Service, and Caroline Pryer the Lord Lieutenant of Northumberland and presented the awards. Over 200 residents, volunteers and VIP's attended our celebration.
9. In partnership with Newcastle University and Seaton Sluice Middle School we hosted an exhibition of Year 8 work. This excellent quality paintings, poems and history of Seaton Sluice attracted over 100 visitors.

Priorities for the coming year

1. Develop a 5 Year Improvement/Repair Plan
2. With our new Volunteer Co-Ordinator, increase our volunteer pool and arrange training sessions
3. Upgrade Ladies's toilets in Library Block
4. Replace new Front Gates
5. Externally insulate gable end wall in boiler house. Reorganise storage system in boiler house.
6. Electrical check and PAT testing to be carried out.
7. Extend and develop Table-Tennis Club and Carpet Bowls Clubs.
8. Review and update all policies and procedures

Seaton Sluice Community Association Reserves Policy

Financial Risk Management details

Three officers of the charity are listed as signatories on the bank accounts with two of the three required to approve cheques, on-line transactions and setting up of direct debits. An annual review of our charity's accounts is carried out by an independent person with the requisite ability and practical experience to carry out a competent examination. We prepare our accounts on an accruals basis in accordance with (CC17) - SORP FRS 102 for charitable companies with a gross income of less than £250,000.

The reserves policy of our charity emphasizes the importance of maintaining financial stability while being able to respond to unforeseen circumstances. We ensure that our reserves are sufficient to cover any potential liabilities and to support our ongoing activities. This includes setting aside funds for the future employment of key personnel and for essential maintenance and upgrades of our facilities.

On 31st January 2025 our deposit account amounted to £163,293.12.

Or restricted reserves are :-

1. £6,000 employment of a Centre Manager in 5-7 years when we no longer have volunteers (add £13,000)
2. £7,000 new boiler, washing machine and concrete repairs (add £1,000)
3. £10,000 Centre running costs (add £10,000)

Total restricted reserves for 2024/25 are £23,000.

Proposed total restricted reserves for 2025/26 would be £47,000.

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.

Revenue Account

On 31st January 2025 our revenue account balance was £22,558.08.

1. Committee need to agree to reduced rent charges by 50% for eligible groups with children under 18 years of age.
2. To maintain existing room rental until January 2026. Parties £35 but restricted during colder weather due to heating costs.

This policy to be reviewed January 2026.

Seaton Sluice Community Association

Statement of Financial Activities

(Including Income and Expenditure Account)

For Year Ended 31 January 2025

	2025			2024
	Unrestricted	Restricted	Total	Total
Income From:				
Activities to further our Objects:				
Activities, Grants Received etc	94,657	10,000	104,657	53,290
Investment Income:				
Bank Interest Received	2,434	-	2,434	1,415
	<u>97,091</u>	<u>10,000</u>	<u>107,091</u>	<u>66,034</u>
Expenditure On:				
Operating Expenditure	<u>23,218</u>	<u>-</u>	<u>23,218</u>	<u>49,709</u>
Net Movement In F	73,873	10,000	83,873	4,996
Funds Brought Forward	<u>142,387</u>	<u>13,000</u>	<u>155,387</u>	<u>150,391</u>
Funds Carried Forward	<u>216,260</u>	<u>23,000</u>	<u>239,260</u>	<u>155,387</u>

Seaton Sluice Community Association

Company Number: 06996853

Balance Sheet

As at 31 January 2024

	2025			2024
	Unrestricted	Restricted	Total	Total
Tangible Fixed Assets	53,803		53,803	55,183
Current Assets				
Bank Deposit Account	163,293		163,293	106,058
Bank Current Account	22,558		22,558	6,894
	185,851		185,851	112,952
Creditors:				
Amount payable within one year	394		394	300
Net Current Assets	185,457		185,457	112,652
Total Assets less Current Liabilities	239,260		239,260	167,835
Total Funds				
Accumulated Reserves	239,260		239,260	167,835

For the year ended 31 January 2024 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 __6th August 2024__ 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 2024

	2025			2024
	Unrestricted	Restricted	Total	Total
Income From:				
Activities, Grants Received etc	94,657	10,000	104,657	53,290
Bank Interest Received	2,434		2,434	1,415
	<u>97,091</u>	<u>10,000</u>	<u>107,091</u>	<u>54,705</u>
Expenditure On:				
Honoraria	-		-	
Repairs, Cleaning, Caretaking	4,286		4,286	29,477
Administration, Telephone etc	869		869	1,494
Project Costs etc	573		573	-
Heating, Lighting and Water	4,001		4,001	4,936
Rent, Rates and Insurance	2,695		2,695	2,638
Bank Charges	223		223	173
Subscriptions, Licences etc	1,040		1,040	868
Sundry Expenses	437		437	1,319
Improvements	7,320		7,320	7,124
Accountants Fees	394		394	300
Depreciation Freehold Property	1,380		1,380	1,380
	<u>23,218</u>	<u>-</u>	<u>23,218</u>	<u>49,709</u>
Net Movement In Funds:	73,873	10,000	83,873	4,996
Funds Brought Forward	<u>142,387</u>	<u>13,000</u>	<u>155,387</u>	<u>150,391</u>
Funds Carried Forward	<u>216,260</u>	<u>23,000</u>	<u>239,260</u>	<u>155,387</u>

Seaton Sluice Community Association

Notes to the Accounts For Year Ended 31 January 2024

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:
 - o Income from our Activities is recognised on an Accruals basis.

 - o 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.
 - o Investment income is included when receivable.
 - o 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>2025</u>	<u>2024</u>
Depreciation of Tangible Fixed Assets	1,380	1,380

6 Tangible Fixed Assets (Unrestricted)

Cost	£
At 1 February 2024 and at 31 January 2025	<u>68,980</u>
Depreciation	
At 1 February 2024	13,797
Charge for year	<u>1,380</u>
At 31 January 2025	15,177
Net Book Value	
At 31 January 2025	<u>53,803</u>

7 Creditors: amounts falling due within one year

	<u>2025</u>	<u>2024</u>
Accrued Charges	394	300

8 Analysis of Restricted Funds

We have restricted £1,350 to be used to develop youth work in the centre
The Committee is developing a Reserves Policy