

Company registration number: 07817840

Charity registration number: 1146645

# Haregate Community Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 January 2021

Daryl Denson ACMA  
VAST  
The Dudson Centre  
Hope Street  
Hanley  
ST1 5DD

# **Haregate Community Centre**

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## **Haregate Community Centre**

### **Reference and Administrative Details**

<b>Trustees</b>	M A Lovatt
	J E Belfield
	D A Bloor
	K T Hurst
	T James-Bourne
	S K Farnell
<b>Principal Office</b>	46 Queens Drive
	Leek
	Staffordshire
	ST13 6DJ
	The charity is incorporated in England.
<b>Company Registration Number</b>	07817840
<b>Charity Registration Number</b>	1146645
<b>Independent Examiner</b>	Daryl Denson ACMA
	VAST
	The Dudson Centre
	Hope Street
	Hanley
	ST1 5DD

## **Haregate Community Centre**

### **Trustees Report (incorporating the Directors' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 January 2021.

#### **Trustees**

M A Lovatt

J E Belfield

D A Bloor

K T Hurst

T James-Bourne

S K Farnell

#### **Objectives and activities**

##### ***Objects and aims***

To benefit the residents of The Haregate area of Leek (Staffordshire) and surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and local authorities, voluntary and other organisations in common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.

##### ***Public benefit***

We are a community venue, providing affordable facilities to local community groups and charities. Our facilities ensure that services otherwise inaccessible to local residents are available on the doorstep. Haregate Community centre also provides a community development service in the area providing support and knowledge to local groups.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **Haregate Community Centre**

### **Trustees Report (incorporating the Directors' Report)**

#### **Achievements and performance**

Providing support to individuals including

- access to online services
- support on transport issues
- benefits signposting as appropriate including liaison with local statutory bodies
- collection and delivery of essential items such as food and medication to local residents
- preparation and delivery of prepared meals to those extremely vulnerable
- collection and distribution of birthday and Christmas presents to local children and adults that would otherwise not receive gifts.

Provision of support to local residents in regards to healthy eating and lifestyle choices.

- continuation of community cupboard project waiving the £3 charge during lockdown
- distribution of holiday meal packs for local children to prevent holiday hunger
- preparation and distribution of 150 three course Christmas dinners
- encouraging exercise when allowed with signposted walks around the area and ensuring that these were done Covid safe

#### **Mental Health Support**

- being a listening and supportive presence for anyone wishing to access independent and non-judgemental support
- regular well being phone calls to hundreds of local residents living alone and isolated during the pandemic
- signposting to mental health professionals
- providing a Covid Safe environment for the return of mental health support group as soon as restrictions allowed.

#### **Physical Health**

- Our kitchen facilities are used by a number of people with physical challenges who gain an enormous amount of independence by being supported to provide good food for themselves.

#### **Support for user groups**

- provision of advice and support to groups using the centre on funding and development opportunities. Equally important is the provision of an extensive support team for the groups
- community activator role created to liaise with groups across the area to identify changing needs and meet those needs
- supported numerous new volunteers within the centre and other groups.

#### **Financial review**

Details of the financial position can be found in the later sections of this document. Please refer to pages 6-17

#### ***Policy on reserves***

The charity aims to have three months running costs of the centre in hand. This is at times a challenge but we are financially stable and review monthly financial activity to ensure the ongoing viability of the centre. At the period end free reserves stood at £37,446

#### ***Principal funding sources***

Our usual main source of income is through room hire although we are still financially supported by the local district council. Another major source of income is the community cupboard which is run by volunteers supported by staff and is generating room hire two days a week which would not otherwise be generated.

During the 2020-2021 period our income has been dominated by donations, fundraising and grants.

## **Haregate Community Centre**

### **Trustees Report (incorporating the Directors' Report)**

#### **Structure, governance and management**

##### ***Nature of governing document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 20 February 2012. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

##### ***Recruitment and appointment of trustees***

An application form is given to anyone showing interest in becoming a trustee on the board who has at least 6 months volunteering time for either the centre or a group that uses the facilities, this is then discussed by the board, successful applicants are invited to a meeting with the board to discuss the application before final decision is made.

##### ***Organisational structure***

We have a wide ranging portfolio of policies and procedures which are reviewed on a rolling basis by trustees at their monthly meetings. We work with a number of local statutory, voluntary and community organisations to share information and to provide a mutual support network for the benefit of our residents.

Trustees regularly discuss risk management and at the moment the centre is well used and financially viable. However, we are now in a position where our core funding from our local housing association has come to an end. To great extent this is being addressed by the success of our community cupboard activity which is providing regular income for room hire.

#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 02.09.21 and signed on its behalf by:



.....  
K T Hurst  
Trustee

## **Haregate Community Centre**

### **Independent Examiner's Report to the trustees of Haregate Community Centre**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 January 2021 which are set out on pages 6 to 18.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees of Haregate Community Centre (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Haregate Community Centre are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

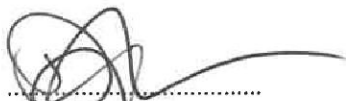
#### **Independent examiner's statement - matter of concern identified**

I have completed my examination. I have identified matters of concern that ....

I confirm that no other matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of Haregate Community Centre as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



.....  
Daryl Denson ACMA

VAST  
The Dudson Centre  
Hope Street  
Hanley  
ST1 5DD

Date: 24/9/21 .....

## Haregate Community Centre

### Statement of Financial Activities for the Year Ended 31 January 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	76,342	17,150	93,492
Charitable activities	4	5,196	-	5,196
Other trading activities	5	1,950	-	1,950
Other income	6	4,591	-	4,591
Total Income	4	88,079	17,150	105,229
<b>Expenditure on:</b>				
Raising funds	7	(256)	-	(256)
Charitable activities	8	(47,994)	(18,650)	(66,644)
Total Expenditure		(48,250)	(18,650)	(66,900)
Net income/(expenditure)		39,829	(1,500)	38,329
Transfers between funds		(1,500)	1,500	-
Net movement in funds		38,329	-	38,329
<b>Reconciliation of funds</b>				
Total funds brought forward		(1,537)	-	(1,537)
Total funds carried forward	17	36,792	-	36,792

The notes on pages 9 to 18 form an integral part of these financial statements.



## Haregate Community Centre

### Statement of Financial Activities for the Year Ended 31 January 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	7,904	10,766	18,670
Charitable activities	4	14,662	-	14,662
Other income	6	6,999	-	6,999
Total income		<u>29,565</u>	<u>10,766</u>	<u>40,331</u>
<b>Expenditure on:</b>				
Raising funds	7	(1,885)	-	(1,885)
Charitable activities	8	<u>(42,226)</u>	<u>(10,766)</u>	<u>(52,992)</u>
Total expenditure		<u>(44,111)</u>	<u>(10,766)</u>	<u>(54,877)</u>
Net expenditure		<u>(14,546)</u>	<u>-</u>	<u>(14,546)</u>
Net movement in funds		(14,546)	-	(14,546)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>13,009</u>	<u>-</u>	<u>13,009</u>
Total funds carried forward	17	<u>(1,537)</u>	<u>-</u>	<u>(1,537)</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 9 to 18 form an integral part of these financial statements.

**Haregate Community Centre**  
**(Registration number: 07817840)**  
**Balance Sheet as at 31 January 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	13	307	409
<b>Current assets</b>			
Debtors	14	84	477
Cash at bank and in hand	15	<u>36,881</u>	<u>3,732</u>
		36,965	4,209
<b>Creditors: Amounts falling due within one year</b>	16	<u>(480)</u>	<u>(6,155)</u>
<b>Net current assets/(liabilities)</b>		<u>36,485</u>	<u>(1,946)</u>
<b>Net assets/(liabilities)</b>		<u>36,792</u>	<u>(1,537)</u>
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>36,792</u>	<u>(1,537)</u>
<b>Total funds</b>	17	<u>36,792</u>	<u>(1,537)</u>

For the financial year ending 31 January 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors 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.

The financial statements on pages 6 to 18 were approved by the trustees, and authorised for issue on 02.09.21 and signed on their behalf by:



.....  
K T Hurst  
Trustee

The notes on pages 9 to 18 form an integral part of these financial statements.

## **Haregate Community Centre**

### **Notes to the Financial Statements for the Year Ended 31 January 2021**

#### **1 Charity status**

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The 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 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

Haregate Community Centre 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 notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

##### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

##### **Grants receivable**

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **Haregate Community Centre**

### **Notes to the Financial Statements for the Year Ended 31 January 2021**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Furniture & Fittings	10% Straight Line
Equipment	20% Straight Line

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from individuals	36,181	-	36,181
Grants, including capital grants;			
Government grants	37,261	2,500	39,761
Grants from other charities	900	14,650	15,550
Grants from companies	2,000	-	2,000
	<u>76,342</u>	<u>17,150</u>	<u>93,492</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Donations and legacies;			
Donations from individuals	4,161	-	4,161
Grants, including capital grants;			
Government grants	3,743	10,766	14,509
	<u>7,904</u>	<u>10,766</u>	<u>18,670</u>

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### 4 Income from charitable activities

	Unrestricted funds General £	Total 2021 £
Photocopying Charges	9	9
Room Hire	5,187	5,187
	<u>5,196</u>	<u>5,196</u>
	Unrestricted funds General £	Total 2020 £
Photocopying Charges	70	70
Room Hire	14,592	14,592
	<u>14,662</u>	<u>14,662</u>

#### 5 Income from other trading activities

	Unrestricted funds General £	Total 2021 £
Fundraising	1,950	1,950

#### 6 Other income

	Unrestricted funds General £	Total 2021 £
Community cupboard income	2,856	2,856
Other income	1,735	1,735
	<u>4,591</u>	<u>4,591</u>
	Unrestricted funds General £	Total 2020 £
Community cupboard income	6,999	6,999

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### 7 Expenditure on raising funds

##### a) Costs of trading activities

	Note	Unrestricted funds General £	Total 2021 £
Events		256	256
		<u>256</u>	<u>256</u>
	Note	Unrestricted funds General £	Total 2020 £
Costs of goods sold		1,464	1,464
Events		421	421
		<u>1,885</u>	<u>1,885</u>

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### 8 Expenditure on charitable activities

	Activity undertaken directly £	2021 £
Wages	37,843	37,843
Photocopy Costs	2,017	2,017
Computer Costs	34	34
Professional Fees	1,641	1,641
Stationery	156	156
Utilities	2,603	2,603
Postage and Phone	1,372	1,372
Repairs and Services	1,287	1,287
Depreciation	102	102
Sundry Expenses	2,937	2,937
Independent Examination	480	480
Community Cupboard	16,172	16,172
	<u>66,644</u>	<u>66,644</u>
	Activity undertaken directly £	2020 £
Wages	35,206	35,206
Photocopy Costs	1,762	1,762
Computer Costs	98	98
Professional Fees	855	855
Stationery	223	223
Utilities	2,876	2,876
Postage and Phone	1,200	1,200
Repairs and Services	1,572	1,572
Depreciation	102	102
Sundry Expenses	492	492
Independent Examination	480	480
Community Cupboard	8,126	8,126
	<u>52,992</u>	<u>52,992</u>

£47,994 (2020 - £42,226) of the above expenditure was attributable to unrestricted funds and £18,650 (2020 - £10,766) to restricted funds.



## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### 9 Analysis of governance and support costs

##### Raising funds expenditure

##### Governance costs

	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	480	480
	<u>480</u>	<u>480</u>
	Unrestricted funds General £	Total 2020 £
Independent examiner fees		
Examination of the financial statements	480	480
	<u>480</u>	<u>480</u>

#### 10 Government grants

The following government grants were received during the period:

Staffordshire Moorlands District Council - General running costs - £31,511

Cheddleton Parish Council - General running costs - £250

Leek Town Council - General running costs - £1,000

Staffordshire County Council 1 - General running costs - £4,500

Staffordshire County Council - Doing Our Bit - £2,500

The amount of grants recognised in the financial statements was £39,761 (2020 - £10,766).

There were no unfulfilled conditions in relation to this grant.

No other government assistance was received.

#### 11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	<u>37,843</u>	<u>35,206</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Community Centre Staff	<u>4</u>	<u>3</u>

No employee received emoluments of more than £60,000 during the year.

#### 13 Tangible fixed assets

	Furniture and equipment £	Total £
<b>Cost</b>		
At 1 February 2020	<u>13,766</u>	<u>13,766</u>
At 31 January 2021	<u>13,766</u>	<u>13,766</u>
<b>Depreciation</b>		
At 1 February 2020	13,357	13,357
Charge for the year	<u>102</u>	<u>102</u>
At 31 January 2021	<u>13,459</u>	<u>13,459</u>
<b>Net book value</b>		
At 31 January 2021	<u>307</u>	<u>307</u>
At 31 January 2020	<u>409</u>	<u>409</u>

#### 14 Debtors

	2021 £	2020 £
Prepayments	84	84
Accrued income	<u>-</u>	<u>393</u>
	<u>84</u>	<u>477</u>

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

#### 15 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	1,084	543
Cash at bank	35,797	3,189
	<u>36,881</u>	<u>3,732</u>

#### 16 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	480	6,155
	<u>480</u>	<u>6,155</u>

#### 17 Funds

	Balance at 1 February 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 January 2021 £
<b>Unrestricted funds</b>					
<i>General</i>					
General Fund	(1,537)	88,079	(48,250)	(1,500)	36,792
<b>Restricted funds</b>					
Tackling Inequalities	-	4,650	(4,650)	-	-
Doing Our Bit	-	2,500	(4,000)	1,500	-
Covid 19 Emergency Support	-	10,000	(10,000)	-	-
<b>Total restricted funds</b>	<u>-</u>	<u>17,150</u>	<u>(18,650)</u>	<u>1,500</u>	<u>-</u>
<b>Total funds</b>	<u>(1,537)</u>	<u>105,229</u>	<u>(66,900)</u>	<u>-</u>	<u>36,792</u>
	Balance at 1 February 2019 £	Incoming resources £	Resources expended £	Balance at 31 January 2020 £	
<b>Unrestricted funds</b>					
<i>General</i>					
General Fund	13,009	29,565	(44,111)	(1,537)	
<b>Restricted</b>					
SMDC	-	10,766	(10,766)	-	
<b>Total funds</b>	<u>13,009</u>	<u>40,331</u>	<u>(54,877)</u>	<u>(1,537)</u>	

## Haregate Community Centre

### Notes to the Financial Statements for the Year Ended 31 January 2021

The specific purposes for which the funds are to be applied are as follows:

Covid 19 Emergency Grant - the funds from this grant went to general running costs for the centre.

Doing Our Bit (Staffordshire County Council) - these funds were spread out over several monthly support costs such as, utilities, staff support cost etc.

Tackling Inequalities - £2,800 went to cover lost revenue, £650 went to new equipment, £450 used to hire facilities and £750 went to staff training.

All other grants and funding received is unrestricted.

#### 18 Analysis of net assets between funds

	<b>Unrestricted funds General £</b>	<b>Total funds at 31 January 2021 £</b>
Tangible fixed assets	307	307
Current assets	36,965	36,965
Current liabilities	(480)	(480)
Total net assets	<u>36,792</u>	<u>36,792</u>

	<b>Unrestricted funds General £</b>	<b>Total funds at 31 January 2020 £</b>
Tangible fixed assets	409	409
Current assets	4,209	4,209
Current liabilities	480	480
Total net assets	<u>5,098</u>	<u>5,098</u>

#### 19 Related party transactions

There were no related party transactions in the year.