

## **Charity Commission Trustee Report**

The Community Club

Financial year 2020 – 2021

**Charity Number: 1153163**

### **Registered address:**

Macrae House

Sea View Walk

Murton

SR7 9NA

### **Trustees during the report period:**

Victoria Laverick - Chair

Michelle Murray - Secretary

Lilian Kerrison Treasurer

Jenny Shutt

### **Accountant/ Independent Examiner**

Eric Southwick

Eric Southwick & Co

Chartered Accountants

51 The Avenue

Seaham

Co Durham

SR78NS

### **Bank**

Unity Trust Bank

### **Objects of the Community Club**

The objects of the CIO are to establish and run a Community Centre and it is for the benefit of the inhabitants of the parish of Murton (area of benefit) without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

### **Organisational structure**

There is a management committee comprising 4 trustees. As a 'Foundation Model' Charitable Incorporated Organisation the 4 trustees

are the only members. The constitution allows for a maximum of 8 trustees.

Unfortunately, Trustee Jenny Shutt died in this financial year our thoughts are with the family at this sad time. She was a lovely lady who contributed a great deal to our centre.

All key decisions are made collectively and in line with the constitution.

### **Recruitment, skills and training of trustees**

The constitution stipulates the ethos of the trustees that any person wishing to be a trustee of the charity must have a clear understanding of the roles, responsibilities and the liabilities of being a charity trustee and have appropriate and relevant skills and experience. Each new trustee must be willing to undertake training and work to further the objects of the charity.

The trustees will accept invitations from any person eligible under the constitution and can demonstrate the skills needed and commitment to the organisation. The Chair, Secretary and an independent person will consider any applications.

All potential trustees interviewed will be provided with a copy of the constitution, annual report and accounts.

This year trustees have taken up a range of positive thinking, confidence building and governance training to support them with the right skills, attitudes and confidence to run an effective organisation.

The CREE Project was set up to increase social interaction and reduce isolation for the men of Murton. By keeping active and sharing interests helps with reducing stress and anxiety and enhances the well-being of all attending.

The Men enjoy the social aspect of meeting up for chats, refreshments and activities such as craft, puzzles, potting and maintaining plants for our sensory garden which is an ongoing project. They also enjoy trips to various venues of interest.

### Community Garden Project

The Community Garden Project was set up to allow people of all ages and abilities to take part in developing a Community Garden and for all to take part in the maintaining and upkeep of the garden to enhance well-being of all who take part. An aim of the project is to reduce social isolation and loneliness this project is invaluable to those who participate and the wider Community.

### **Events**

- Coffee mornings
- Christmas Sales
- Craft Fair

### **User Groups**

The User Groups at Macrae House bring a lot of people into the Centre and contribute a lot to its running. The Centre benefits financially from these groups and all of them are very successful and managed well. Groups include:

#### Murton Mams

A group of women who are 'mams/grandmothers' living in the community who come together to relax and support each other. They meet every Friday morning and it is a good way to get all of the families/freinds working together. A creche is usually available for the little ones to provide 'ME' time for the parents. The 'Mams' have participated in a wide range of activities and trips in the summer holidays. They have taken up healthy eating courses, facials and massages and craft activities. Currently they are doing shabby chic and upcycling and reports of beneficiaries are very positive. It is a safe and supportive environment where members can have a cuppa and a chat. Funding has recently been secured to train two members as crèche workers which will enhance their skills and provide support to the group.

#### Cold Hesledon Ladies

The Cold Hesledon Ladies comprises of more than 50 members and was set up over 30 years ago. The group has been meeting at Macrae House for 4 years. The ladies meet up the first Thursday of every month when they have various entertainers, speakers and trips organised.

#### Jolly Girls

The Jolly Girls have 14 members and was set up 26 years ago. They meet every Wednesday evening and have a programme set out of a range of activities and events.

#### Bowls Club

The Bowls Group meets every Tuesday and has 10 members. The group has been running for 10 years and all of the members enjoy indoor carpet bowls. There are several elderly people who enjoy being spectators.

#### Bingo Ladies

The Bingo Ladies have at least 10 members, they meet on a Monday and Thursday afternoon. As well as playing bingo, members enjoy socialising with others

#### Knit and Chatter

Knit and chatter ladies meet on Mondays and do a variety of crafts including Knitting, crotchet, sewing, embroidery. And enjoy producing lovely items for various charities. They enjoy the social side to the group too.

#### Provision of foodbank services

A foodbank was set up to help the local people struggling with financial, health and wellbeing issues.

#### **Room Hire**

We have a room hire policy and agreed charges and have been able to generate income by renting out rooms to a range of groups and businesses on a regular or ad hoc basis.

- Slimming World
- Wellbeing health Trainers
- Private parties
- Spied projects

#### **Plans for the future**

The key plans for the coming year are to ensure that the Macrae House Community Club is a financially viable and sustainable organisation and that the trustees have the right skills, training and support to run an effective community centre.

Having carried out community consultations, we will continue to provide services through partner agencies and organisations and increase partnership working.

We plan to hold a wide range of events that include coffee mornings, social and fundraising events. We will continue to apply for funding to deliver projects in line with our capacity to deliver and the community need.

We will develop a volunteer programme so that we can support people into work through an organised and supportive approach to volunteering. This approach will build the capacity of individual volunteers whilst providing support to the centre.

We will continue, and seek to increase, to work with and support a wide range of user groups that are a vital part of the work of the centre. We aim to increase the numbers of people and families accessing the services and activities within the centre.

#### **Partnership working**



We have worked with a wide range of agencies and organisations to help us to provide services and activities for our community. Partners include:

- East Durham Trust
- East Durham Area Action Partnership
- Wellbeing for Life
- Durham County Council
- Believe Housing
- CAF COOP

### **Public benefit**

The organisation's objects are clear in providing the remit for delivery of any and all activities carried out by the charity.

As can be seen by the wide variety of activity and services, everything we do as an organisation is done so for the benefit of the community and the people of Murton.

We carry out regular consultations with those who use the centre and with our user groups to assess what activities and services they would like us to consider to ensure that we are providing what the public in our area of benefit wants and needs.

### **Thank you from the Trustees**

We would like to thank those people, organisations and agencies who have provided support to the development of the Centre and to those who have helped us through the past difficult year and encouraged us to move forward as a well managed group in a positive way to benefit the community.

As Trustees, we are all 'hands on' volunteers and would like to thank everyone who has provided volunteer support in any way to ensure that Macrae House remains a welcoming environment for everyone in the community of Murton.

Victoria Laverick Michelle Murray Lilian Kerrison

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Victoria Laverick**  
**Community Club Chair**





Charity Number 1153163

# The Community Club

Trustees' Annual Report  
and Financial Statements  
31<sup>st</sup> August 2021

# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2021**

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The trustees present their report and accounts for the period ended 31<sup>st</sup> August 2021 which have been prepared following the recommendations in 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 102A) (effective 2 February 2016), applicable accounting standards and the Charities Act 2011.

The Community Club is a Charitable Incorporated Organisation which is registered with the Charity Commission.

### **Reference and Administrative Information**

#### **Charity Name**

The Community Club

#### **Charity Trustees**

Victoria Laverick - Chair  
Michelle Murray - Secretary  
Lilian Kerrison – Treasurer  
Vikki Strong - resigned  
Kathleen Wotton

#### **Address**

Macrae House  
Sea View Walk  
Murton  
Co Durham  
SR7 9NA

#### **Bankers**

Unity Trust Bank PLC  
9 Brindley Place  
Birmingham  
B1 2HB

#### **Independent Examiner**

Eric Southwick BA(Hons) FCA FCIE DChA  
Eric Southwick & Co  
Chartered Accountants  
51 The Avenue  
Seaham  
Co Durham  
SR7 8NS



# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2021**

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### **Structure and Organisation**

#### **Organisation**

The objects of the CIO are to establish and run a Community Centre and it is for the benefit of the inhabitants of the parish of Murton without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

#### **Organisational structure**

In this financial year there has been 1 resignation from Trustees and committee members. Unfortunately another trustee Jenny Shutt sadly died this year. There is a management committee comprising 4 trustees. As a "Foundation Model" Charitable incorporated Organisation the 4 trustees are the only members. All key decisions are made collectively and in line with the constitution. Trustees agreed to change back to the old constitution.

#### **Recruitment, skills and training of trustees**

The constitution stipulates the ethos of the trustees that any person wishing to be a trustee of the charity must have a clear understanding of the roles, responsibilities and the liabilities of being a charity trustee and have appropriate and relevant skills and experience. Each new trustee must be willing to undertake training and work to further the objects of the charity.

The trustees will accept invitations from any person eligible under the constitution and can demonstrate the skills needed and commitment to the organisation. The Chair, Secretary and an independent person will consider any applications.

All potential trustees interviewed will be provided with a copy of the constitution, annual report and accounts.

#### **Finance and Funding**

Funding and help were sourced from DCC, AAP, and East Durham Trust, Believe Housing, Parish council, Councillors Alan Napier and Joyce Maitland, ASDA and the CO-OP and local people from the community for the financial year.

#### **Financial Review**

At 31<sup>st</sup> August the charity had unrestricted funds totalling £21,438 (which were available for the trustees to use at their discretion having raised £29,641 during the year and spent £10,019 as set out in accounts. The charity also had restricted funds of £28,296 having raised £6,860 and spent £8,267 during the year.

#### **Reserves Policy**

It is the policy of the Trustees to hold reserves, which provide for the ongoing work of the charity whilst retaining financial stability and the potential to respond to new opportunities. At the 31<sup>st</sup> August 2021 the unrestricted reserves held were £21,438 which were available for the trustees to use at their discretion, the trustees consider this level to be low and are seeking to increase them to a higher level.

#### **Review of the Period**

The Centre continues to run on volunteer basis only.

Funding and help were sourced from DCC, AAP, East Durham trust, Believe housing, Parish council. Councillors Alan Napier, and Joyce Maitland, ASDA, and the CO-OP, and local people from the community for the financial year. Due to Covid 19 the centre was closed for a time, but essential maintenance, painting and decorating and servicing was carried out.

A food bank was set up and still runs for people in need.

Donations of food and PPE were sourced from the public and with funding from Durham County Council government Covid 19 grants. DCC Area Action Partnership, East Durham Trust and Believe Housing. Councillors Joyce Maitland and Alan Napier.

We thank them all. Without this help the centre could not run.



# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2021**

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Application and permissions for extending the centres garden for a community garden was sourced from Believe housing and the AAP.

### **User Groups**

**Murton Mams** - A group of ladies who meet weekly on a Friday morning, and craft or enjoy a chat and refreshments.

Knit and Chatter Men's Cree Playgroup Cold Heseldon Ladies, meet First Thursday of the month.

**Room Hire** - We have a room hire policy and agreed charges and have been able to generate income by renting out rooms to a range of groups and businesses on a regular or ad hoc basis.

Wellbeing groups - Polling stations - Private parties - East Durham Trust Spied Projects

### **Plans for the future**

The key plans for the coming year are to ensure that the Macrae House Community Club is financially viable and a sustainable organisation and that the trustees have the right skills, training, support to run an effective centre.

We plan to run a wide range of events that include coffee mornings, social and fundraising events. We will continue to apply for funding to deliver projects in line with our capacity to deliver and the community need.

A key project we will continue to continue the development of our community garden. This has been supported by the Area Action partnership and is continuing to be improved as a communal garden with a wide range of activities that engage people of all ages, families and encourages a healthy outdoor lifestyle. We will continue to support and work with a wide range of user groups that are vital to the work of the centre.

We aim to increase the number of users and families accessing the services within the centre. To attract more volunteers to help run the centre.

### **Public Benefit**

The organisation's objects are clear in providing the remit for the delivery of all activities carried out by the charity. As can be seen by the wide variety of activity and services, everything we do as an organisation is done for the benefit of the community and the people of Murton.

We carry out regular consultations with users of the centre to assess what activities and services they would like us to consider ensuring that we are providing what the public in our area of benefit wants and needs.

### **Thank you from the Trustees**

We would like to thank those people, organisations, and agencies who have provided ongoing support for the continued development of the centre and to those who continue to help us flourish and to move forward as a well-managed Community Centre in a positive way to benefit the local community.

As Trustees we are all "hands on" volunteers and would like to thank everyone who has provided volunteer support in any way to ensure that Macrae House Community centre remains a welcoming environment for everyone in the community of Murton and other local areas.

Michelle Murray, Victoria Laverick, Lilian Kerrison.

Signed \_\_\_\_\_

Victoria Laverick

Chair

Date:



# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2021**

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### **Independent examiner's Report to the Trustees of The Community Club.**

I report on the accounts of the charity for the period ended 31<sup>st</sup> August 2021, which are set out on pages 5 to 10.

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

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Eric Southwick BA(Hons) FCA FCIE DChA  
Eric Southwick & Co  
Charity Accountants  
51 The Avenue  
Seaham  
Co Durham  
SR7 8NS

Date:





# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Receipts and Payments Account for the period ended 31<sup>st</sup> August 2021

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Income and endowments from:</b>					
Donations and legacies	3	7,631	6,860	14,491	21,607
Charitable activities	4	541	-	541	779
Other trading activities	5	1,231	-	1,231	1,692
Other incoming resources	6	20,238	-	20,238	10,000
<b>Total</b>		<u>29,641</u>	<u>6,860</u>	<u>36,501</u>	<u>34,078</u>
<b>Expenditure on:</b>					
Charitable activities	7	10,019	8,267	18,286	18,421
<b>Total</b>		<u>10,019</u>	<u>8,267</u>	<u>18,286</u>	<u>18,421</u>
<b>Net expenditure</b>		19,622	(1,407)	18,215	15,657
<b>Reconciliation of funds</b>					
Total funds brought forward		1,816	29,703	31,519	15,862
<b>Total funds carried forward</b>		<u>21,438</u>	<u>28,296</u>	<u>49,734</u>	<u>31,519</u>

The notes on pages 7 to 10 form part of these financial statements.

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Statement of Assets and Liabilities As at 31<sup>st</sup> August 2021

Notes	Total funds 2021 £	Total funds 2020 £
<b>Fixed Assets</b>		
PC World - Computer Equipment	600	600
PC World - Computer Equipment	595	595
	<u>1,195</u>	<u>1,195</u>
<b>Current assets</b>		
Cash at bank and in hand	49,734	31,519
<b>Total current assets</b>	<u>50,929</u>	<u>32,714</u>
<b>Liabilities</b>		
Accruals (Accountant fees - 2 years)	<u>1,337</u>	<u>1,295</u>
<b>The funds of the charity</b>		
Restricted income funds 10	28,296	29,703
Unrestricted income funds 10	21,438	1,816
<b>Total charity funds</b>	<u>49,734</u>	<u>31,519</u>

The financial statements on pages 5 to 10 were approved by the trustees and signed on their behalf by:

Signed \_\_\_\_\_

Lilian Kerrison  
Treasurer

Date:

The notes on pages 7 to 10 form part of these financial statements.



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts

#### 1 Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- The accounts have been prepared on a receipts and payments basis. The accounts have been prepared following the recommendations in 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 102A) (effective 2 February 2016), applicable accounting standards and the Charities Act 2011.
- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.  
All incoming resources are included in the statement of financial activities when the charity receives the income.
- Expenditure is recognised on a payments basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
  - Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. It also includes those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.
  - All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in the notes.

#### 2 Taxation

The charity is exempt from taxation on its income and gains where they are applied for charitable purposes.

#### 3 Income and endowments from: Donations and legacies

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Grants</b>				
Durham CC	6,242	4,718	10,960	7,782
East Durham Community	690	1,542	2,232	1,000
DCC Summer Food and Fun	-	600	600	-
Donations	249	-	249	-
CAF Coop	-	-	-	2,069
Murton Community and Durham CC Cree	450	-	450	-
DCC Helping Hands	-	-	-	4,500
Belive Housing	-	-	-	5,756
	-	-	-	500
<b>Total</b>	<u>7,631</u>	<u>6,860</u>	<u>14,491</u>	<u>21,607</u>

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts (Continued)

#### 4 Income and endowments from: Charitable activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Room Hire	60	-	60	350
Other	40	-	40	-
Fundraising	-	-	-	7
Christmas sales	298	-	298	-
Coffee	91	-	91	49
Tuck Shop	52	-	52	373
<b>Total</b>	<b>541</b>	<b>-</b>	<b>541</b>	<b>779</b>

#### 5 Income and endowments from: Other trading activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Murton Mams	147	-	147	204
Bingo Ladies	-	-	-	633
Cree	-	-	-	15
Cold Helson Ladies	-	-	-	255
Community Ladies Group	15	-	15	-
Card and Book sale	23	-	23	-
Kids Club	131	-	131	188
Bowls Group	-	-	-	58
Slimming World	-	-	-	50
Party Room Hire	-	-	-	25
Knit & Chatter	154	-	154	186
Spied Project	-	700	700	-
Wellbeing	-	-	-	43
Craft Fair	60	-	60	35
<b>Total</b>	<b>531</b>	<b>700</b>	<b>1,231</b>	<b>1,692</b>

#### 6 Other incoming resources

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Covid 19 Local	10,142	-	10,142	10,000
Restrictions Support Grant	10,096	-	10,096	-
DCC Reopening Grant	-	-	-	-
<b>Total</b>	<b>20,238</b>	<b>-</b>	<b>20,238</b>	<b>10,000</b>



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts (Continued)

#### 7 Expenditure on: Charitable activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Heat, Light & Water	4,346	-	4,346	4,777
Repairs & Maintenance	746	-	746	522
Insurance	486	-	486	467
Telephone	790	-	790	604
Equipment	17	-	17	78
Summer Club & Fair	-	245	245	3
Sundry Expenses	73	-	73	321
Travel	137	-	137	339
New Direction Sign	-	-	-	1,172
Glebe	-	-	-	1,756
Donations	-	-	-	126
Wellbeing Yoga	-	-	-	100
Spied Packed Lunch	-	335	335	-
Tuck Shop	151	-	151	308
Printing, Postage & Office Supplies	359	-	359	255
Arts & Crafts	47	-	47	2
Christmas	-	-	-	197
Garden Expenses	-	2,633	2,633	181
Cree Expenses	228	-	228	285
DCC SLA	-	-	-	1,341
Refreshment	265	-	265	123
Cleaning	246	-	246	352
Holiday Hunger	137	-	137	-
Community Group	129	-	129	-
Tea Time Group	51	-	51	-
Easter	402	-	402	-
KM Barrow Solicitor	-	734	734	-
Water Heater	-	1,320	1,320	-
Peterlee Fire Company	53	-	53	-
Food Bank	647	3,000	3,647	5,040
Accountant	638	-	638	-
Bank Charges	72	-	72	72
<b>Total</b>	<b>10,019</b>	<b>8,267</b>	<b>18,286</b>	<b>18,421</b>

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts (Continued)

#### 8 Employee information

No employee received emoluments in excess of £60,000 during the period. The average number of people employed during the period was Nil.

#### 9 Trustee information

No trustee received any remuneration or expenses during the year.

#### 10 Reserves

	At 1 September 2020 £	Incoming resources £	Outgoing resource £	Transfers £	At 31 August 2021 £
<b>Restricted Funds</b>	29,703	6,860	(8,267)	-	28,296
	<u>29,703</u>	<u>6,860</u>	<u>(8,267)</u>	<u>-</u>	<u>28,296</u>
<b>Unrestricted funds</b>					
General fund	1,816	29,641	(10,019)	-	21,438
	<u>31,519</u>	<u>36,501</u>	<u>(18,286)</u>	<u>-</u>	<u>49,734</u>



# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2021**

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### **Independent examiner's Report to the Trustees of The Community Club.**

I report on the accounts of the charity for the period ended 31<sup>st</sup> August 2021, which are set out on pages 5 to 10.

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

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Eric Southwick BA(Hons) FCA FCIE DChA  
Eric Southwick & Co  
Charity Accountants  
51 The Avenue  
Seaham  
Co Durham  
SR7 8NS

Date:





# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2021**

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### **Structure and Organisation**

#### **Organisation**

The objects of the CIO are to establish and run a Community Centre and it is for the benefit of the inhabitants of the parish of Murton without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

#### **Organisational structure**

In this financial year there has been 1 resignation from Trustees and committee members. Unfortunately another trustee Jenny Shutt sadly died this year. There is a management committee comprising 4 trustees. As a "Foundation Model" Charitable incorporated Organisation the 4 trustees are the only members. All key decisions are made collectively and in line with the constitution. Trustees agreed to change back to the old constitution.

#### **Recruitment, skills and training of trustees**

The constitution stipulates the ethos of the trustees that any person wishing to be a trustee of the charity must have a clear understanding of the roles, responsibilities and the liabilities of being a charity trustee and have appropriate and relevant skills and experience. Each new trustee must be willing to undertake training and work to further the objects of the charity.

The trustees will accept invitations from any person eligible under the constitution and can demonstrate the skills needed and commitment to the organisation. The Chair, Secretary and an independent person will consider any applications.

All potential trustees interviewed will be provided with a copy of the constitution, annual report and accounts.

#### **Finance and Funding**

Funding and help were sourced from DCC, AAP, and East Durham Trust, Believe Housing, Parish council, Councillors Alan Napier and Joyce Maitland, ASDA and the CO-OP and local people from the community for the financial year.

#### **Financial Review**

At 31<sup>st</sup> August the charity had unrestricted funds totalling £21,438 (which were available for the trustees to use at their discretion having raised £29,641 during the year and spent £10,019 as set out in accounts. The charity also had restricted funds of £28,296 having raised £6,860 and spent £8,267 during the year.

#### **Reserves Policy**

It is the policy of the Trustees to hold reserves, which provide for the ongoing work of the charity whilst retaining financial stability and the potential to respond to new opportunities. At the 31<sup>st</sup> August 2021 the unrestricted reserves held were £21,438 which were available for the trustees to use at their discretion, the trustees consider this level to be low and are seeking to increase them to a higher level.

#### **Review of the Period**

The Centre continues to run on volunteer basis only.

Funding and help were sourced from DCC, AAP, East Durham trust, Believe housing, Parish council. Councillors Alan Napier, and Joyce Maitland, ASDA, and the CO-OP, and local people from the community for the financial year. Due to Covid 19 the centre was closed for a time, but essential maintenance, painting and decorating and servicing was carried out.

A food bank was set up and still runs for people in need.

Donations of food and PPE were sourced from the public and with funding from Durham County Council government Covid 19 grants. DCC Area Action Partnership, East Durham Trust and Believe Housing. Councillors Joyce Maitland and Alan Napier.

We thank them all. Without this help the centre could not run.



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

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Application and permissions for extending the centres garden for a community garden was sourced from Believe housing and the AAP.

### User Groups

**Murton Mams** - A group of ladies who meet weekly on a Friday morning, and craft or enjoy a chat and refreshments.

Knit and Chatter Men's Cree Playgroup Cold Heseldon Ladies, meet First Thursday of the month.

**Room Hire** - We have a room hire policy and agreed charges and have been able to generate income by renting out rooms to a range of groups and businesses on a regular or ad hoc basis.

Wellbeing groups - Polling stations - Private parties - East Durham Trust Spied Projects

### Plans for the future

The key plans for the coming year are to ensure that the Macrae House Community Club is financially viable and a sustainable organisation and that the trustees have the right skills, training, support to run an effective centre.

We plan to run a wide range of events that include coffee mornings, social and fundraising events. We will continue to apply for funding to deliver projects in line with our capacity to deliver and the community need.

A key project we will continue to continue the development of our community garden. This has been supported by the Area Action partnership and is continuing to be improved as a communal garden with a wide range of activities that engage people of all ages, families and encourages a healthy outdoor lifestyle. We will continue to support and work with a wide range of user groups that are vital to the work of the centre.

We aim to increase the number of users and families accessing the services within the centre. To attract more volunteers to help run the centre.

### Public Benefit

The organisation's objects are clear in providing the remit for the delivery of all activities carried out by the charity. As can be seen by the wide variety of activity and services, everything we do as an organisation is done for the benefit of the community and the people of Murton.

We carry out regular consultations with users of the centre to assess what activities and services they would like us to consider ensuring that we are providing what the public in our area of benefit wants and needs.

### Thank you from the Trustees

We would like to thank those people, organisations, and agencies who have provided ongoing support for the continued development of the centre and to those who continue to help us flourish and to move forward as a well-managed Community Centre in a positive way to benefit the local community.

As Trustees we are all "hands on" volunteers and would like to thank everyone who has provided volunteer support in any way to ensure that Macrae House Community centre remains a welcoming environment for everyone in the community of Murton and other local areas.

Michelle Murray, Victoria Laverick, Lilian Kerrison.

Signed \_\_\_\_\_

Victoria Laverick

Chair

Date:

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

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### Receipts and Payments Account for the period ended 31<sup>st</sup> August 2021

	Notes	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
		£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	3	7,631	6,860	14,491	21,607
Charitable activities	4	541	-	541	779
Other trading activities	5	1,231	-	1,231	1,692
Other incoming resources	6	20,238	-	20,238	10,000
<b>Total</b>		<u>29,641</u>	<u>6,860</u>	<u>36,501</u>	<u>34,078</u>
<b>Expenditure on:</b>					
Charitable activities	7	10,019	8,267	18,286	18,421
<b>Total</b>		<u>10,019</u>	<u>8,267</u>	<u>18,286</u>	<u>18,421</u>
<b>Net expenditure</b>		19,622	(1,407)	18,215	15,657
<b>Reconciliation of funds</b>					
Total funds brought forward		1,816	29,703	31,519	15,862
<b>Total funds carried forward</b>		<u>21,438</u>	<u>28,296</u>	<u>49,734</u>	<u>31,519</u>

The notes on pages 7 to 10 form part of these financial statements.



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

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### Statement of Assets and Liabilities As at 31<sup>st</sup> August 2021

	Notes	Total funds 2021 £	Total funds 2020 £
<b>Fixed Assets</b>			
PC World - Computer Equipment		600	600
PC World - Computer Equipment		595	595
		<u>1,195</u>	<u>1,195</u>
<b>Current assets</b>			
Cash at bank and in hand		49,734	31,519
<b>Total current assets</b>		<u>50,929</u>	<u>32,714</u>
<b>Liabilities</b>			
Accruals (Accountant fees - 2 years)		<u>1,337</u>	<u>1,295</u>
<b>The funds of the charity</b>			
Restricted income funds 10		28,296	29,703
Unrestricted income funds 10		21,438	1,816
<b>Total charity funds</b>		<u>49,734</u>	<u>31,519</u>

The financial statements on pages 5 to 10 were approved by the trustees and signed on their behalf by:

Signed \_\_\_\_\_

Lilian Kerrison  
Treasurer

Date:

The notes on pages 7 to 10 form part of these financial statements.

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts

#### 1 Accounting policies

In preparing the accounts the following accounting policies have been complied with:

a) The accounts have been prepared on a receipts and payments basis. The accounts have been prepared following the recommendations in 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 102A) (effective 2 February 2016), applicable accounting standards and the Charities Act 2011.

b) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

c) Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

All incoming resources are included in the statement of financial activities when the charity receives the income.

d) Expenditure is recognised on a payments basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

i) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. It also includes those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

ii) All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in the notes.

#### 2 Taxation

The charity is exempt from taxation on its income and gains where they are applied for charitable purposes.

#### 3 Income and endowments from: Donations and legacies

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Grants</b>				
Durham CC	6,242	4,718	10,960	7,782
East Durham Community	690	1,542	2,232	1,000
DCC Summer Food and Fun	-	600	600	-
Donations	249	-	249	-
CAF Coop	-	-	-	2,069
Murton Community and Durham CC Cree	450	-	450	-
DCC Helping Hands	-	-	-	4,500
Belive Housing	-	-	-	5,756
	-	-	-	500
<b>Total</b>	<u>7,631</u>	<u>6,860</u>	<u>14,491</u>	<u>21,607</u>



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts (Continued)

#### 4 Income and endowments from: Charitable activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Room Hire	60	-	60	350
Other	40	-	40	-
Fundraising	-	-	-	7
Christmas sales	298	-	298	-
Coffee	91	-	91	49
Tuck Shop	52	-	52	373
<b>Total</b>	<b>541</b>	<b>-</b>	<b>541</b>	<b>779</b>

#### 5 Income and endowments from: Other trading activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Murton Mams	147	-	147	204
Bingo Ladies	-	-	-	633
Cree	-	-	-	15
Cold Helson Ladies	-	-	-	255
Community Ladies Group	15	-	15	-
Card and Book sale	23	-	23	-
Kids Club	131	-	131	188
Bowls Group	-	-	-	58
Slimming World	-	-	-	50
Party Room Hire	-	-	-	25
Knit & Chatter	154	-	154	186
Spied Project	-	700	700	-
Wellbeing	-	-	-	43
Craft Fair	60	-	60	35
<b>Total</b>	<b>531</b>	<b>700</b>	<b>1,231</b>	<b>1,692</b>

#### 6 Other incoming resources

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Covid 19 Local Restrictions Support Grant	10,142	-	10,142	10,000
DCC Reopening Grant	10,096	-	10,096	-
<b>Total</b>	<b>20,238</b>	<b>-</b>	<b>20,238</b>	<b>10,000</b>

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts (Continued)

#### 7 Expenditure on: Charitable activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Heat, Light & Water	4,346	-	4,346	4,777
Repairs & Maintenance	746	-	746	522
Insurance	486	-	486	467
Telephone	790	-	790	604
Equipment	17	-	17	78
Summer Club & Fair	-	245	245	3
Sundry Expenses	73	-	73	321
Travel	137	-	137	339
New Direction Sign	-	-	-	1,172
Glebe	-	-	-	1,756
Donations	-	-	-	126
Wellbeing Yoga	-	-	-	100
Spiced Packed Lunch	-	335	335	-
Tuck Shop	151	-	151	308
Printing, Postage &				
Office Supplies	359	-	359	255
Arts & Crafts	47	-	47	2
Christmas	-	-	-	197
Garden Expenses	-	2,633	2,633	181
Cree Expenses	228	-	228	285
DCC SLA	-	-	-	1,341
Refreshment	265	-	265	123
Cleaning	246	-	246	352
Holiday Hunger	137	-	137	-
Community Group	129	-	129	-
Tea Time Group	51	-	51	-
Easter	402	-	402	-
KM Barrow Solicitor	-	734	734	-
Water Heater	-	1,320	1,320	-
Peterlee Fire Company	53	-	53	-
Food Bank	647	3,000	3,647	5,040
Accountant	638	-	638	-
Bank Charges	72	-	72	72
<b>Total</b>	<b>10,019</b>	<b>8,267</b>	<b>18,286</b>	<b>18,421</b>

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2021

### Notes to the accounts (Continued)

#### 8 Employee information

No employee received emoluments in excess of £60,000 during the period. The average number of people employed during the period was Nil.

#### 9 Trustee information

No trustee received any remuneration or expenses during the year.

#### 10 Reserves

	At 1 September 2020 £	Incoming resources £	Outgoing resource £	Transfers £	At 31 August 2021 £
<b>Restricted Funds</b>	29,703	6,860	(8,267)	-	28,296
	<u>29,703</u>	<u>6,860</u>	<u>(8,267)</u>	<u>-</u>	<u>28,296</u>
<b>Unrestricted funds</b>					
General fund	1,816	29,641	(10,019)	-	21,438
	<u>31,519</u>	<u>36,501</u>	<u>(18,286)</u>	<u>-</u>	<u>49,734</u>