

## Trustees Report for finances 23 – 24

The objects of the CIO are to establish and run a community centre to benefit the inhabitants of the parish of Murton (area of benefit) without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious views 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 disability, 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 of 3 trustees. As a Foundation Model Charitable Incorporated Organization, the 3 trustees are the only members. The new constitution allows for a maximum of 8 trustees.

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

### **Recruitment, skills, and training 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 an demonstrate the skills needed and commitment to the organisation. Th Chair, Secretary and an independent person will consider any applications.

## **Report of trustees**

### Introduction

The Trustees continue to show commitment in running the organisation and are always looking to update their skills and knowledge to maintain a high standard of service. Always putting Macrae House at the forefront of every decision for the benefit of the service users. The trustees have worked extremely hard to ensure that the centre is well managed, effectively run on a day-to-day basis and can be sustainable through generating income and running a range of successful grant funded projects.

There are management procedures in place that reflect best practise and instil confidence in the trustees, we are always looking to improve our services.

We have been successful in recruiting new volunteers which is a great benefit to the centre.

## **Finance and Funding**

We continue to seek new grant funds for community projects and have been very successful in our endeavours.

We have a healthy bank balance.

In the period of the report, we have received funding from a wide range of providers including East Durham Area Action Partnership, Durham County Councillors Julie Griffiths and Robert Adcock, East Durham Trust,

Murton parish Council, COOP, Morrisons and ASDA. The Ballinger Trust, The National lottery.

## **Key Activities and Services.**

### **Knit and chatter**

Runs once a week and helps to reduce isolation. Crafters enjoy a chat with a cuppa.

### **Teatime Club**

Runs once a week and families enjoy a meal and activities together.

### **Junior Club**

Runs once a week and is suitable for children 6 - 11. They enjoy activities outdoors and crafts.

### **Community Drop in**

Meet once a week. Enjoy chatting with a cuppa, playing bingo and other activities.

### **Play group**

Meet once a week and is suitable for babies to toddlers. They enjoy a healthy snack, and it helps reduce isolation mothers and fathers feel whilst having young children. The children learn to socialise too.

### **Coffee Morning**

Runs once a week and reduces isolation and users enjoy a hot or cold drink in a warm safe space.

### **Room Hire**

Brings in additional funds to the centre and is used for groups, parties, conferences, meetings and other social events.

Our centre has hired out to Slimming world, Wellbeing for life team, social prescribers,

Charity Number 1153163

## The Community Club

### Trustees' Annual Report and Financial Statements 31<sup>st</sup> August 2024



# The Community Club

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2024**

The trustees present their report and accounts for the period ended 31<sup>st</sup> August 2024 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**

Michele Cassidy – Chair

Jacqueline Short - Susan Harrison – Julie Griffiths

#### **Address**

Macrae House

Sea View Walk

Murton

Co Durham

SR79NA

#### **Bankers**

Unity Trust PLC

9 Brindley Place

Birmingham

B1 2HB

#### **Independent Examiner**

Adam James MAAT

Eric Southwick & Co Accountants

51 The Avenue

Seaham

Co Durham SR7 8NS

# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2024**

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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 0 resignation from Trustees and committee members. There is a management committee comprising 3 trustees. As a "Foundation Model" Charitable incorporated Organisation the 3 trustees are the only members.

#### **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.

#### **Financial Review**

At 31<sup>st</sup> August the charity had unrestricted funds totalling £4,111 (which were available for the trustees to use at their discretion having raised £10,936 during the year and spent £10,936 as set out in accounts. The charity also had restricted funds of £15,859 having raised £6,767 and spent £8,443 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 2024 the unrestricted reserves held were £4,111 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 trustees continue to show commitment in running the organisation and are always looking to update their skills and knowledge to maintain a high standard of service. Always putting Macrae House at the forefront of every decision for the benefit of the service users.

The trustees have worked extremely hard to ensure that the centres well managed, effectively run on a day-to-day basis and can be sustainable through generating income and running a range of successful grant funded projects.

There are now management procedures in place that reflect best practice and instil confidence in the trustees, we are always looking to improve our services.

Covid had a massive impact on our volunteer numbers. We now run on a low level of centre helpers. New volunteers are being sought.

#### **Finance and Funding**

We continue to seek new grant fund for community projects and have been successful in our endeavours.

We have a healthy bank balance.



## **The Community Club**

### **Trustees' Report and Financial Statements 31<sup>st</sup> August 2024**

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#### **Finance and Funding (Continued)**

In the period covered by this report we have received funding from a wide range of providers including the East Durham Area Action Partnership, Durham County Council and Councillors Joyce Maitland and Alan Napier, Durham County Foundation, The Big Lottery, Public Health and East Durham Trust, Murton Parish Council, COOP, Morrison's and Asda.

#### **Key Activities and Services**

In addition to running the centre we have managed a range of projects and events throughout the past year. Our weekly groups are as follows.

#### **Knit and Chatter**

Our craft group meet once weekly and enjoy crafting and socialising together.

#### **Teatime Group**

Meet once a week and the group are ideal for families with children from birth to 11. The children have a hot meal together and craft and enjoy outdoor activities. The group gives the families a chance to meet others and ease some financial burden of the parents.

#### **Junior Group**

Meet once a week and is suitable for 5-11 years old. They do activities and eat together and learn new skills and enjoy the social side of the group. They enjoy workshops from various companies and establishments.

#### **Drop-in Community Group**

Meet once weekly, enjoy a chat over a cuppa, play bingo and have craft sessions. They enjoy the social gatherings, which reduces social isolation.

#### **Play Group**

Meet once a week and is suitable from birth to 5 years old.

#### **Coffee Morning**

Is held weekly and is set as a drop-in session for any age group.

#### **Discussion Group**

Meet once weekly and host gatherings for all centre users to attend.

#### **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.

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

#### **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.

The trustees have been relentless in their efforts to making the Centre financially sound and have worked tirelessly to put in procedures to protect the financial management and running of the Community Centre for the benefits of all.

# **The Community Club**

## **Trustees' Report and Financial Statements 31<sup>st</sup> August 2024**

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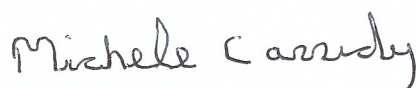
### **Thank you from the Trustees**

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, Michele Cassidy, and Jacqueline Short.

Signed



Michele Cassidy

Chair

Date: 24 March 2025



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2024

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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 2024, which are set out on pages 6 to 11.

### 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.



Adam James MAAT  
Eric Southwick & Co  
Accountants  
51 The Avenue  
Seaham  
Co Durham  
SR7 8NS

Date: 24 March 2025

 **Eric  
Southwick & Co**  
A dns Company | Accountants & Charity Experts

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2024

### Receipts and Payments Account for the period ended 31<sup>st</sup> August 2024

|                                    | Notes | Unrestricted funds<br>£ | Restricted funds<br>£ | Total funds 2024<br>£ | Total funds 2023<br>£ |
|------------------------------------|-------|-------------------------|-----------------------|-----------------------|-----------------------|
| <b>Income and endowments from:</b> |       |                         |                       |                       |                       |
| Donations and legacies             | 3     | 6,230                   | 6,767                 | 12,997                | 4,995                 |
| Charitable activities              | 4     | 1,592                   | -                     | 1,592                 | 1,720                 |
| Other trading activities           | 5     | 3,114                   | -                     | 3,114                 | 1,241                 |
| <b>Total</b>                       |       | <u>10,936</u>           | <u>6,767</u>          | <u>17,703</u>         | <u>7,956</u>          |
| <b>Expenditure on:</b>             |       |                         |                       |                       |                       |
| Charitable activities              | 7     | 23,075                  | 8,443                 | 31,518                | 21,949                |
| <b>Total</b>                       |       | <u>23,075</u>           | <u>8,443</u>          | <u>31,518</u>         | <u>21,949</u>         |
| <b>Net expenditure</b>             |       | (12,139)                | (1,676)               | (13,815)              | (13,993)              |
| <b>Transfers</b>                   |       | 10,000                  | (10,000)              | -                     | -                     |
| <b>Reconciliation of funds</b>     |       |                         |                       |                       |                       |
| Total funds brought forward        |       | 6,250                   | 27,535                | 33,785                | 47,779                |
| <b>Total funds carried forward</b> |       | <u>4,111</u>            | <u>15,859</u>         | <u>19,970</u>         | <u>33,785</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 2024

### Statement of Assets and Liabilities As at 31<sup>st</sup> August 2024

|                                   | Notes | Total funds 2024<br>£ | Total funds 2023<br>£ |
|-----------------------------------|-------|-----------------------|-----------------------|
| <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          |       | 19,971                | 34,034                |
| <b>Total Assets</b>               |       | <u>21,166</u>         | <u>35,229</u>         |
| <b>Liabilities</b>                |       |                       |                       |
| <b>Trade Creditors</b>            |       | 1,809                 | 1,919                 |
| Accruals (Accountant fees - 2024) |       | 840                   | 840                   |
|                                   |       | <u>2,649</u>          | <u>2,759</u>          |
| <b>The funds of the charity</b>   |       |                       |                       |
| Restricted income funds           | 10    | 15,859                | 27,535                |
| Unrestricted income funds         | 10    | 4,111                 | 6,250                 |
| <b>Total charity funds</b>        |       | <u>19,970</u>         | <u>33,785</u>         |

The financial statements on pages 7 to 10 were approved by the trustees and signed on their behalf by:

Treasurer

Date: 24 March 2025

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 2024

### 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 | Restricted funds | Total funds 2024 | Total funds 2023 |
|--|--------------------|------------------|------------------|------------------|------------------|
|  | £                  | £                | £                | £                | £                |
| <b>Grants</b>                                |                    |                  |                  |                  |                  |
| Durham CC                                    | -                  | 1,767            | -                | 1,767            | 1,927            |
| East Durham Community                        | 800                | -                | -                | 800              | 1,850            |
| DCC Summer Food and Fun                      | -                  | -                | -                | -                | 818              |
| The Ballinger Charity                        | 5,000              | 5,000            | -                | 10,000           | -                |
| Donations                                    | -                  | -                | -                | -                | -                |
| Murton Young People                          | 330                | -                | -                | 330              | -                |
| Seaham and District darts and domino charity | 100                | -                | -                | 100              | -                |
| ASDA   | -                  | -                | -                | -                | 300              |
| City of Durham PC                            | -                  | -                | -                | -                | -                |
| Centre - Raffle Proceeds                     | -                  | -                | -                | -                | 101              |
| <b>Total</b>                                 | <b>6,230</b>       | <b>6,767</b>     | <b>-</b>         | <b>12,997</b>    | <b>4,995</b>     |



# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2024

### Notes to the accounts (Continued)

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

Activities for generating funds

|                       | Unrestricted funds | Restricted funds | Total funds<br>2024 | Total funds 2023 |
|-----------------------|--------------------|------------------|---------------------|------------------|
|                       | £                  | £                | £                   | £                |
| Room Hire             | 430                | -                | 430                 | 100              |
| Other                 | -                  | -                | -                   | 836              |
| Easter Coffee Morning | 67                 | -                | 67                  | 153              |
| Christmas sales       | 342                | -                | 342                 | 5                |
| Coffee                | 164                | -                | 164                 | -                |
| Tuck Shop             | 589                | -                | 589                 | 626              |
| <b>Total</b>          | <b>1,592</b>       | <b>-</b>         | <b>1,592</b>        | <b>1,720</b>     |

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

Incoming resources from charitable activities

|                        | Unrestricted funds | Restricted funds | Total funds<br>2024 | Total funds 2023 |
|------------------------|--------------------|------------------|---------------------|------------------|
|                        | £                  | £                | £                   | £                |
| Play Group             | 286                | -                | 286                 | -                |
| Teatime                | 220                | -                | 220                 | -                |
| Cold Helson Ladies     | 86                 | -                | 86                  | 288              |
| Community Ladies Group | 57                 | -                | 57                  | 272              |
| Drop In                | 89                 | -                | 89                  | -                |
| Card and Book sale     | -                  | -                | -                   | -                |
| Summer Fun             | 64                 | -                | 64                  | -                |
| Pie and Peas           | 218                | -                | 218                 | -                |
| WEA                    | 704                | -                | 704                 | -                |
| Summer Fair            | 251                | -                | 251                 | -                |
| Junior Club            | 135                | -                | 135                 | -                |
| Kids Club              | -                  | -                | -                   | 236              |
| Slimming World         | 64                 | -                | 64                  | 20               |
| Party Room Hire        | 70                 | -                | 70                  | -                |
| Knit & Chatter         | 122                | -                | 122                 | 279              |
| East Durham Trust      | 698                | -                | 698                 | 48               |
| Others                 | 50                 | -                | 50                  | 98               |
| <b>Total</b>           | <b>3,114</b>       | <b>-</b>         | <b>3,114</b>        | <b>1,241</b>     |

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2024

### Notes to the accounts (Continued)

#### 6 Expenditure on: Charitable activities

Charitable activities

|                                     | Unrestricted funds | Restricted funds | Total funds<br>2024 | Total funds 2023 |
|-------------------------------------|--------------------|------------------|---------------------|------------------|
|                                     | £                  | £                | £                   | £                |
| Heat, Light & Water                 | 5,622              | -                | 5,622.00            | 5,973            |
| Repairs & Maintenance               | 8,707              | -                | 8,707.00            | 948              |
| Insurance                           | 503                | -                | 503.00              | -                |
| Telephone                           | 1,394              | -                | 1,394.00            | 1,132            |
| Equipment                           | 3                  | -                | 3.00                | 225              |
| Summer Club & Fair                  | -                  | -                | -                   | 300              |
| Sundry Expenses                     | 171                | -                | 171.00              | 114              |
| Travel                              | 179                | -                | 179.00              | 239              |
| Food safety course                  | -                  | -                | -                   | -                |
| M Murray Wages                      | -                  | 5,820            | 5,820.00            | 4,860            |
| PPL PRS License                     | 155                | -                | 155.00              | -                |
| Volunteer Christmas Lunch           | 36                 | -                | 36.00               | -                |
| Tuck Shop                           | -                  | -                | -                   | -                |
| Food/Kitchen/refreshment            | 1,891              | -                | 1,891.00            | -                |
| Printing, Postage & Office Supplies | 153                | -                | 153.00              | 181              |
| Arts & Crafts                       | 77                 | -                | 77.00               | 391              |
| Garden Expenses                     | 38                 | -                | 38.00               | 1,103            |
| Cree Expenses                       | -                  | -                | -                   | -                |
| DCC SLA                             | -                  | -                | -                   | -                |
| Cleaning                            | 1,266              | -                | 1,266.00            | 1,338            |
| Tea Time Group                      | -                  | 2,623            | 2,623.00            | -                |
| Toys                                | 38                 | -                | 38.00               | 7                |
| Peterlee Fire Company               | -                  | -                | -                   | -                |
| Food Bank                           | -                  | -                | -                   | 2,187            |
| Accountant                          | 700                | -                | 700.00              | 820              |
| Bank Charges                        | 72                 | -                | 72.00               | 72               |
| Rates                               | 2,070              | -                | 2,070.00            | 1,817            |
| Subscriptions                       | -                  | -                | -                   | 243              |
| <b>Total</b>                        | <b>23,075</b>      | <b>8,443</b>     | <b>31,518</b>       | <b>21,949</b>    |

#### 7 Employee information

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

#### 8 Trustee information

No trustee received any remuneration or expenses during the year.

# The Community Club

## Trustees' Report and Financial Statements 31<sup>st</sup> August 2024

### Notes to the accounts (Continued)

#### 9 Reserves

|                           | At 1<br>September<br>£ | Incoming resources<br>£ | Outgoing<br>resource<br>Transfers<br>£ | At 31 August 2024<br>£ | At 31 August<br>2023 |
|---------------------------|------------------------|-------------------------|--|------------------------|----------------------|
| <b>Restricted Funds</b>   | 27,535                 | 6,767                   | (10,000)                               | 15,859                 | 27,535.00            |
|                           | <u>27,535</u>          | <u>6,767</u>            | <u>(10,000)</u>                        | <u>15,859</u>          | <u>27,535.00</u>     |
| <b>Unrestricted funds</b> |                        |                         |  |                        |                      |
| General fund              | 6,250                  | 10,936                  | 10,000                                 | 4,111                  | 6,250                |
|                           | <u>33,785</u>          | <u>17,703</u>           | <u>-</u>                               | <u>19,970</u>          | <u>33,785.00</u>     |