

Winshill Neighbourhood Resource Centre

(WNRC)
Canterbury Road
Burton-on-Trent
DE150HD

Charity registration number:1158268

Trustees' Annual Report
for the period
From 05/04/2020 To 05/04/2021



Alone we can
do so little;
together we can
do so much.

Summary of the purposes of the charity as set out in its governing document

To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education, to advance health and well being, and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the objectives of improving the conditions of life for the said inhabitants;

To establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the objectives;

To promote such other charitable purposes as may from time to time be determined.

The Charity shall be non-party in politics and non-sectarian in religion.

The area of benefit shall be the civil parish of Winshill (in Burton-on-Trent, Staffordshire) and the surrounding area.

Activities

This entire year fell within the Covid-19 pandemic which meant almost all activities had to be cancelled. However our co-ordinator and a small group of volunteers have done an enormous amount to support the local community. Using their local knowledge they have been able to re-act rapidly and flexibly to a changing situation. They have supported families and elderly by delivering food parcels, collecting shopping and prescriptions, and keeping in touch by reassuring phone calls.

The centre was used by NHS as a testing station.

Throughout the pandemic trustee meetings continued to be held, either at the centre or on TEAMS, and email updates kept everyone in touch. The centre co-ordinator and the cleaner worked flexibly and were paid their usual salaries from our funds.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

We regularly review and update our policies, and introduce new policies as required

Volunteers

We have some fantastic volunteers, who go above and beyond what is expected of them. Without our volunteers we would not be able to continue all the community activities that we as a charity provide for the residents of Winshill, they are an asset to the centre.

All volunteers are DBS checked and are offered training appropriate to their roles.

Achievements and Performance

Although the Centre was closed we still managed to keep spirits up by marking the traditional highlights of the year. Socially distanced volunteers delivered afternoon teas to mark VE day, handed out care packages to teens, stood out in the cold providing treats for Halloween, delivered Christmas food parcels, organised outdoor Santa, distributed Pancake ingredients for Shrove Tuesday, treat bags for Mothers Day, and a mountain of chocolate eggs for Easter.

Based at the centre families were able to access a picnic in the park, and take away breakfast and other hot food on several days in school holidays.

Volunteers also facilitated the Charity Farm Fresh Food in handing out fresh meat, fruit and vegetables on a weekly basis.

All of the above was provided free of charge to local people, although some choose to make a donation.

Throughout the year we have maintained our connection with Citizens Advice, and have been able to refer people for telephone consultations when face to face was not available.

Financial Review

Our Reserve level is documented in our Financial Control Policy.

The amount that we hold in reserve is six months running cost, currently £19,000 these are held so that should our funding cease from the Parish Council then we will have this time to secure alternative funding.

No funds are held on behalf of others

The Charity does not offer grants

The Charity has no social investments

Funding

Our purpose in raising funds is to keep the centre open and staffed as much as possible, and to provide amenities for the community free to access, or at a minimum charge. The annual grant from Winshill Parish Council covers most staffing and utility costs.

In addition this year we have been fortunate to receive other grants, to support our covid response, from :- CAF Bank, Community Foundation, East Staffordshire Borough Council, Greggs Foundation, Groundwork, Jubilee Church, National Lottery Community Fund, Neighbourly Community Fund, Persimmon Homes, South Staffordshire Water PLC, Staffordshire County Council Community Fund, Trent and Dove Housing, Top Cashback Limited, Winshill Parish Council, Winshill Unite.

Structure, Governance and Management

Our governing document is a Constitution

We are a Charitable Incorporated Organisation (Foundation Model)

New trustees are appointed by the existing trustees for a period of three years.

One place on the board is nominated for a representative of Trent and Dove Housing Association.

All Trustees are DBS checked.

WNRC is an independent charity our objects run parallel with the Parish Plan laid out by Winshill Parish Council (WPC), who are our largest financial contributor. The annual Parish Council Grant is given 'Free of Strings'

WPC take responsibility for maintenance of our building which they lease, at peppercorn rent, from Trent and Dove Housing Association (T&D). WNRC have unrestricted use of the building and are happy to accommodate some meetings and projects run by WPC and T&D.

Parish councillors are permitted as Trustees provided there are sufficient trustees unconnected to the PC to form a quorum.

Some events are run as 'Winshill Together' which is a loose group including other local charitable community members.

Induction and Training of Trustees

New trustees are given an induction to the Building by the co-ordinator. Informal advice and support is available from existing trustees, some of whom have had considerable experience in similar roles. Trustees are able to access a range of training sessions provided by Support Staffordshire.

Administration

The name of the charity	Winshill Neighbourhood Resource Centre
Also known as	WNRC
Charity Number	1158268
Principle Address	Canterbury Road Burton-on-Trent DE150HD

Trustees of Winshill Neighbourhood Resource Centre 2020-21

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Margaret Hewitt	Chair		
Clare Stewart	Treasurer		
Sharon Taylor			
Abigail Lawrence			
Dawn Maddin			Trent and Dove Housing
Kayleigh Tomlinson	Secretary		
Kerrie Carvell			
Carol Eager			
Dennis Fletcher			
Margaret Fletcher			

Management Structure

We are a small organisation. The co-ordinator manages the centre on a day to day basis, and manages the cleaner.

She reports to the Trustees at regular meetings, and consults the Chair (or Treasurer) if required between meetings

Name of senior staff member

Our co-ordinator is Kim Smith

Kim has extensive experience working within the community and is a lifelong resident of Winshill. She is well known and trusted by the local community. She works 35 hrs per week and is the first point of contact for users of the centre, volunteers and their events, who are overseen and supported by her. Office work includes overseeing bookings, signposting residents who need assistance from other organisations and supervising the petty cash.

Local Authority Support	Support Staffordshire (East Staffordshire), Voluntary Services Centre, Union Street, Burton-upon-Trent Staffordshire, DE14 1AA
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Declarations

The trustees declare that they have approved the trustees' report above.

Signature(s)	<div>M.H. Hewitt. (chair)</div>
Full name(s)	Margaret Heather Hewitt
Date	

WNRC VOLUNTEERS TAKING CARE OF OUR COMMUNITY

First priority was sourcing food donations and funding for provisions



Dry Goods from the community



Plenty of fresh food builds healthy families



The team hard at work packing bags ready for distribution

WNRC VOLUNTEERS TAKING CARE OF OUR COMMUNITY

Everyone needed their spirits lifting, surprise deliveries, take-away foods and distanced social events helped



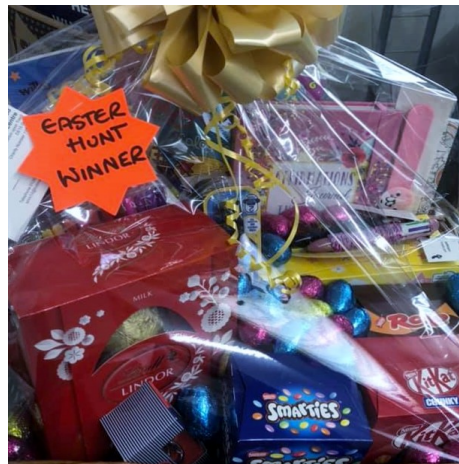
Show us your Scarry costumes
and we'll give you a Halloween treat



Mums (and Nans) received
goodies on Mothers Day



Hot Breakfast take-away was well received!



Keeping kids involved, there were colouring
competitions, and an Easter Hunt



Our easter bunnies handing out chocolate eggs
at the school gates

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

FINANCIAL STATEMENTS

FOR

31 MARCH 2021

Charity number: 1158268

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

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WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the trustees of Winshill Neighbourhood Resource Centre

I report on the accounts for the year ended 31 March 2021 which are set out on pages 2 to 6.

Respective responsibilities of the trustees and examiner

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mark Newey ACMA
Derby Community Accountancy Service
Babington Lodge
128 Green Lane
Derby
DE1 1RY

Date

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

RECEIPTS AND PAYMENTS ACCOUNT

1 APRIL 2020 TO 31 MARCH 2021

2020 £				2021 £
Total Funds		Unrestricted Funds	Restricted Funds	Total Funds
	Charitable Income			
33870	Grants	note 1 65893	21208	87101
5555	Room Rentals	1115	0	1115
6415	Fundraising	note 2 1977	2366	4343
45840		68985	23574	92559
	Charitable Expenditure			
23644	Wages & Associated Costs	24292	0	24292
5781	Utilities	5565	0	5565
2488	Postage, Stationery and office supplies	1170	0	1170
355	Sundries	note 3 188	0	188
0	Fundraising expenses	0	0	0
425	Accountancy	450	0	450
682	Licences and insurance	391	0	391
249	Travel expenses	30	0	30
1267	Maintenance and equipment	0	0	0
8390	Activity and project costs	note 4 834	13753	14587
43281		32920	13753	46673
2559	Net Movement of Funds for the year	36065	9821	45886
0	Transfers between Funds	240	-240	0
25118	Opening Balance	19633	8044	27677
27677	Closing Balance	55938	17625	73563

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2021

2020 £		2021 £
	Current Assets	
27677	Bank and cash	73563
0	Debtors	0
<u>27677</u>	Total Assets	<u>73563</u>
0	Less Liabilities	0
<u>27677</u>	Net Assets	<u>73563</u>

Chair

Date

Treasurer

Date

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

NOTES TO THE ACCOUNTS

Note 1

Grants

			2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Winshill Parish Council	21000	1000	22000	22000
East Staffordshire Borough Council	40293	500	40793	0
Staffordshire Council of Voluntary Youth Services	4600	0	4600	3350
Morrison	0	0	0	2000
WH Smith	0	0	0	200
Travis Perkins	0	0	0	5000
Trent and Dove Housing	0	4200	4200	1200
Staffordshire Community Foundation	0	1000	1000	0
CAF	0	500	500	0
Greggs Foundation	0	500	500	0
Groundwork UK	0	1000	1000	0
Jubilee Church	0	250	250	0
National Lottery Community Fund	0	9000	9000	0
Princes Trust	0	0	0	120
Neighbourly Community Fund	0	400	400	0
Persimmon Homes	0	1000	1000	0
South Staffordshire Water Plc	0	325	325	0
Staffordshire County Council Community Fund	0	500	500	0
Top Cashback Limited	0	500	500	0
Winshill Unite	0	533	533	0
	65893	21208	87101	33870

Note 2

Fundraising

	2021	2020
	£	£
Projects (lunch club/coffee morning/snack attack)	240	3243
Other fundraising	1195	273
Projects (Youth Club)	0	1117
Recharges and refunds	882	1393
Donations	2026	389
	4343	6415

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

NOTES TO THE ACCOUNTS

Note 3

Sundry costs

	2021	2020
	£	£
Bank charge	69	60
Other payments	119	295
	<u>188</u>	<u>355</u>

Note 4

Activity and project costs

	2021	2020
	£	£
Projects (lunch club/coffee morning)	0	1774
Projects (Snack attack)	299	4625
Youth Project	0	1871
COVID	13454	0
WPC - Winshill in bloom	834	0
Projects (Princes Trust)	0	120
	<u>14587</u>	<u>8390</u>

WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

NOTES TO THE ACCOUNTS

Note 5

Restricted Funds

	Opening Balance £	Income £	Expenditure £	Transfer Between Funds £	Closing Balance £
Youth Club project	2387	0	0	0	2387
Snack Attack project	5657	3440	299	0	8798
COVID					
Donations and recharge	0	2086	540	-240	1306
CAF	0	500	0	0	500
Community Foundation	0	1000	1000	0	0
East Staffordshire Borough Council	0	500	500	0	0
Greggs Foundation	0	500	500	0	0
Groundwork	0	1000	1000	0	0
Jubilee Church	0	250	250	0	0
National Lottery Community Fund	0	9000	4566	0	4434
National Lottery Community Fund sundry	0	40	40	0	0
Neighbourly Community Fund	0	400	400	0	0
Persimmon Homes	0	1000	1000	0	0
South Staffordshire Water Plc	0	325	325	0	0
Staffs CC Community Fund	0	500	500	0	0
Tent and Dove Housing	0	1000	1000	0	0
Top cashback limited	0	500	300	0	200
Winhill PC	0	1000	1000	0	0
Winhill Unite	0	533	533	0	0
TOTAL COVID FUNDING	0	20134	13454	-240	6440
	8044	23574	13753	-240	17625

The Youth Club Project money was for the establishment of a Youth Club
 The Snack Attack money was spent on entertainment and food for children
 Covid funding was to support the local community during the pandemic

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WINSHILL NEIGHBOURHOOD RESOURCE CENTRE

NOTES TO THE ACCOUNTS

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