

SWALWELL COMMUNITY ASSOCIATION CIO

REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31 DECEMBER 2022

BMB
ACCOUNTANTS



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**SWALWELL COMMUNITY ASSOCIATION CIO
REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 DECEMBER 2022**

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**SWALWELL COMMUNITY ASSOCIATION CIO
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

Trustees	(Chair)	Gary Moorhead	Appointed 26/11/2020
	(Treasurer)	Clare Hardie	Appointed 22/07/2022
		Christopher Ord	Appointed 26/11/2020
		Sonya Hawkins	Appointed 21/01/2015
		David Brophy	Appointed 21/01/2015
		Peter Craig	Appointed 21/01/2015

Registered Charity Number 1160081

Principal Address 74 Clavering Road
Swalwell
Newcastle Upon Tyne
Tyne and Wear
NE16 3EX

Accountants Brown, March and Bowman Ltd
4 Tyne View
Lemington
Newcastle upon Tyne
NE15 8DE

Bankers Lloyds Bank Plc
44 Front Street
Whickham
Newcastle Upon Tyne
NE16 4DS

Structure, governance and management

Swalwell Community Association became a charitable incorporated organisation (CIO) on 22 January 2015 under its constitution registered with the Charity Commission on that day. The charity aims to maintain its functions by recruiting local people and other appropriate individuals from the locality who have the necessary skills and local knowledge to monitor the financial position of the charity, and to make the necessary provision of accommodation to the community.

The recruitment of new Trustees is a matter for the Board of Trustees, and when vacancies arise, in either numbers or skill coverage, the Chairman will be asked to approach suitable candidates from the combined contacts of all current Trustees. Such appointments will bear in mind the need to have knowledge of the area, an understanding of and empathy with the charitable sector, coupled with a general recognition of the needs of the community. Other than as noted in the financial review on page 3 none of the Trustees are entitled to, nor received, any remuneration for their services to the charity during the year.

Objectives and activities

The charitable objectives of the CIO are:

- To improve the conditions of life of the inhabitants of the local area without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together in a common effort to advance education and to provide facilities in the interests of social welfare, recreation and leisure.
- To secure the establishment of a community centre and to maintain and manage that centre (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 by the Trustees.

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During the year the community centre was made available for various community activities such as dancing clubs, fitness clubs, sports clubs, nature clubs, history clubs, fund raising as well as hosting coffee mornings and bingo in the afternoons.

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

Achievements and performance

During the period to 31/12/2022, one of the main objective was to improve the outside of the community centre to make it safer and more accessible for children. This was achieved by creating a declined area and erecting a fence. Internal decorating is currently ongoing to provide a fresher interior look. The continued improvement of the centre is only made achievable by dedicated volunteers and local community support

Within the year, the performance of the centre has increased significantly after recovering from Covid 19. The back room is rented regularly to the Princes Trust who work with young adults between 16-25 to teach them life skills. In addition, the community centre is hired out most days for Yoga, Salsa dancing, Line Dancing, Tappy Toes, Stay 'N' Play, Rabbits and Budgies Club and Slimming World.

Financial review

The financial statements comprise the Receipts and Payments Account, the Statement of Assets and Liabilities and the Notes to the Accounts. They have been prepared as described in Note 1 to the Accounts.

Total receipts in the year amounted to £38,750. Most of these receipts relate to Government grants and restricted funding received which amounted to £31,382. £8,515 of these grants related to restricted funding for the installation of various computer systems. At the end of the period this restricted funding had been successfully spent on the items specified in the funding criteria. These grants and additional receipts have supported the ongoing operating costs of the centre.

In recent years, Swalwell community centre suffered various challenges imposed by the Covid 19 global pandemic. One of these challenges being reduced financial activity in terms of income but also, in correlation to reduced activity, also limited expenditure. The CIO's financial position, despite these prior challenges, appears healthy.

Overall the CIO has achieved a significant surplus of £14,118 and reserves are healthy which can be used for ongoing maintenance and improvement of the centre and for the CIO to be a greater asset to the local community.

The CIO has engaged the services of Brown, March and Bowman Ltd, an independent firm of accountants to ensure continued annual reporting compliance. The Trustees are grateful for their time and assistance for this work.

Reserves policy

The trustees have agreed that the association should maintain a minimum level of reserves sufficient to cover all operating costs for at least 6 months. At the year end funds on hand were sufficient to potentially cover over 1 year's normal operating costs however the Trustees recognise the need to continually invest funds into the maintenance and improvement of the Community Centre and facilities.

Declaration

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

Signed on behalf of the charity's Trustees:

Signature:

Gary Moorhead- Chair

Clare Hardie- Treasurer

Date:

**SWALWELL COMMUNITY ASSOCIATION CIO
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022**

	<u>2022</u> £	<u>2021</u> £
Receipts		
Centre hire	6,480	4,913
Canteen income	191	90
Fund raising activities	696	527
Grants received	31,383	15,449
Membership fees	-	-
Bank interest	-	29
	<u>38,750</u>	<u>21,008</u>
Payments		
Trustee remuneration	-	-
Volunteers' gratuities	-	-
Food bank donations	-	-
Purchases for Activities held	403	
Water rates	1,290	227
Heat and light	4,635	4,261
Cleaning and hygiene	3,443	1,921
Canteen expenses	2,864	90
Telephone and internet	524	412
Postage, printing and stationery	153	101
Repairs and maintenance	2,434	489
Insurance	602	730
PPL/PRS Licence	254	280
TV Licence	159	-
Accountancy Fees	720	468
Professional fees	-	110
Sundries	99	65
Computer Equipment, Consumables and Software	6,179	
Depreciation of plant and machinery	684	188
Depreciation of computer equipment	188	188
	<u>24,631</u>	<u>9,530</u>
Net Receipts / (Payments)	14,119	11,478
Net Surplus/Defecit at the end of the year	<u>14,119</u>	<u>11,478</u>

The majority of the above transactions and balances relate to unrestricted funds. However, computer equipment bought in the year was funded through restricted funding

SWALWELL COMMUNITY ASSOCIATION CIO
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 DECEMBER 2022

	<u>2022</u> £	<u>2021</u> £
Cash at bank and in hand		
Lloyds Bank Treasurer's Account	62,116	50,362
Cash in hand	(286)	7
Total Cash Funds	<u>61,830</u>	<u>50,369</u>
Other monetary assets		
Stock at cost	25	25
Insurance paid for the next year	-	602
31-Dec-22 PPL/PRS prepaid for the next year	6	6
PAYE balance due from HMRC	15	15
Heat & Light Credit	1,346	-
	<u>1,392</u>	<u>648</u>
Assets retained for the charity's own use		
Computer equipment - at current value*	564	752
Other equipment - at current value*	2,052	563
	<u>2,616</u>	<u>1,315</u>
Liabilities		
Heat and light	175	728
Water and sewerage	-	60
Accountancy Fees	720	720
	<u>895</u>	<u>1,508</u>
Charity Funds at Year End	<u>64,943</u>	<u>50,823</u>
<u>Funds Movement</u>		
Balance Bought Forward	50,823	
Surplus throughout the year	14,120	
Balance Carried Forward	<u>64,943</u>	

All balances recorded above relate to unrestricted funds.

Other assets and financial commitments

At the period end the CIO was the registered leaseholder of Swalwell Community Centre, 74 Clavering Road, Swalwell, Newcastle Upon Tyne, NE16 3EX. The lease expires on 4 June 2050 and has been provided to the CIO at no charge by The Borough Council of Gateshead.

The Statement of Assets and Liabilities was approved by the trustees on 06/09/2023 and signed on their behalf by:

Signature:

Gary Moorhead- Chair

Clare Hardie- Treasurer

Date:

**SWALWELL COMMUNITY ASSOCIATION CIO
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1 Accounts: Basis of preparation

These accounts have been prepared on a Receipts and Payments basis under section 133 of The Charities Act 2011 and with regard to the application of s.62 of The Charitable Incorporated Organisations (General) Regulations 2012.

2 Guarantees and security

During the entire year under review and at the year end the CIO has not entered into any agreements for which guarantees of debt have been provided.

The CIO does not have any liabilities at the year end for which security over any of its assets has been given.

31-Dec-22

