

# **SEAHAM EASTLEA AND DISTRICT COMMUNITY ASSOCIATION (Eastlea Community Centre (ECC))**



## **Trustees' Annual Report**

**1 April 2023 to 31 March 2024**

**Charity Number: 1160391**

**Stockton Road  
Seaham  
Co Durham  
SR7 8DX**

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# **Seaham Eastlea and District Community Association Trustees' Annual Report and Financial Statements 31<sup>st</sup> March 2024**

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## **First Charity Trustees**

Mr John Bainbridge

Mr Ronald Farn

## **Trustees**

Mrs Sharon Bell

Mr Craig Bell

## **Mission Statement**

To provide activities of interest for a functioning community across the generation spectrum under the four core themes of: Health & Wellbeing, Education & Training, Recreation & Leisure and Support for Employment and Enterprise.

## **Objectives**

The objectives of the charity are set out in the constitution and are summarised as follows:

The objectives of the CIO are to establish and run a Community Building and to promote for the benefit of the inhabitants of Seaham and surrounding area ("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.

## **Structure, Governance and Management**

### ***Type of Governing Document***

Eastlea Community Centre (the Centre) is a constituted Charitable Incorporated Organisation (CIO), registered with the Charity Commission in February 2015 under the charity number 1160391. Originally constituted in January 1971, as an association under the charity number 507192, dissolved in March 2015 and a 'Deed of Transfer' completed.

Our governing constitution, adopted from the Charity Commission's 'Foundation Model' CIO was last amended 5 November 2014. The 'Foundation Model' is for charities whose only voting members will be the charity Trustees.

The Charitable Incorporated Organisation (CIO) is a new legal form for a charity, which is not a limited company or subject to company regulation.

The Charities Act 2011 creates the basic legal framework for the CIO. This framework is completed by regulations:

- The Charitable Incorporated Organisations (General) Regulations 2012
- The Charitable Incorporated Organisations (Insolvency and Dissolution) Regulations 2012

We registered with the Information Commissioners Office (ICO) on 9 June 2015. The UK's independent authority set up to uphold information rights in the public interest, promoting openness by public bodies and data privacy for individuals. This is renewed annually.

# **Seaham Eastlea and District Community Association**

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

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We are confident that we comply with the General Data Protection Regulations (GDPR), which came into force in 2018, and continue to regulate and monitor our practices.

### ***Trustee Selection Methods***

Trustees are selected and elected in line with the Charity Commission's Foundation Model Constitution of a Charitable Incorporated Organisation whose only voting members are its charity Trustees. The following declarations, and information form part of our selection and recruitment process:

Trustees Eligibility Declaration, Working with Vulnerable Groups, Trustee eligibility and responsibility, Enhanced DBS and Personal Benefit.

The Trustees are appointed by the Board in the Annual General Meeting.

### ***Organisational Structure***

Monica Christie stepped down from the role of Centre Auxiliary in May of 2023, in order to take up a full-time position elsewhere. The Trustees are grateful for her years of dedication to the Centre and to the community of Eastlea, and for her creativity which added so much to the character of the Centre.

In July of 2023, the Centre also bade farewell to its long-serving manager Irene Waller, who retired after many years' service both as a volunteer and then staff member, becoming the familiar, welcoming face known to the Centre's many visitors. Monica and Irene leave with the best wishes of all at the Centre.

With funding from the National Lottery Community Fund Reaching Communities, Irene and Monica have been succeeded by Business Development Manager Adam Chapman and Office Auxiliary Clare Potter. Adam will oversee the day-to-day running of the Centre, streamline old systems and promote new avenues of revenue. He is assisted by Clare, who also deputises for him when needed. Both have settled into their roles well, showing their commitment, and are making a difference at the Centre.

The Nursery Manager is responsible for our Early Years Practitioners in addition to any supply staff needed and manages the day-to-day running of the Nursery. In November 2022 the nursery expanded into the former IT suite of the centre to accommodate more places to meet demand for two-year-old places in the nursery which were limited by the resources of the nursery in its current form.

Both the Centre and Nursery Managers are responsible for volunteers within their respective areas of work. Craig Bell continues to be the Nominated Individual for the Nursery, registered with Ofsted and line manages the Nursery Manager. The Trustees are responsible for all employed staff, and the Centre Manager and Nursery Manager report directly to the Trustees

The Trustees, who have a wealth of knowledge and experience, are all local people, who know the community well. They are responsible for the overall management of the Centre and give their time freely. They are legally and morally bound to manage the Centre's property, in a responsible and productivemanner, and have an obligation to act solely for the benefit of the Centre's beneficiaries. The Trustees meet every six weeks, where discussions and decisions relating to the operations of the Centre and its activities are agreed and put into practice. All relevant policies, procedures, governing document, bank account and insurances are in place.

The charity relies heavily on the support of its volunteers to achieve its objectives.

We provide work placements for apprenticeships and traineeships.

# Seaham Eastlea and District Community Association

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

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### **Equality and Diversity**

Eastlea Community Centre is firmly committed to equality and diversity in all of its activities. We recognise that the strength of the Centre is built on the understanding of individual strengths and differences and seek to respect these. We are committed to promoting equality of opportunity within our Centre and with external partners and users. We recognise that some groups and individuals in society are disadvantaged because of prejudices and discrimination experienced. We seek to ensure that our Centre respects and includes everyone and that no one receives less favourable treatment on the basis of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions (as stated in our Objects).

### **Objectives, Activities and Achievements**

Eastlea Community Centre is in the Deneside ward of County Durham. We serve the immediate and surrounding areas with a range of activities to suit the community from birth upwards. The Centre is open Monday to Thursday, from 8.30am to 8.30pm, and on a Saturday and Sunday when the need arises for special events. Our projects and activities cater for those from birth to the elderly, which includes those who are socially isolated, disabled, children and young people, the elderly, men's group, women only group, mental health and the unemployed. We deliver our services under four main themes of Health and Wellbeing, Education and Training, Recreation and Leisure and Support for Enterprise and Employment.

Eastlea Community Centre is proud to have gained the Hallmark Levels 1 and 2 with ACRE (Action with Communities in Rural England). These are quality standards schemes rewarding and recognising good practice for village halls and community buildings.

Eastlea Community Centre is a City and Guilds Approved Centre.

Below is an outline of activities that we bring to the community to meet our objectives:

#### ***Regular Activities delivered by Volunteers***

Jujitsu, Luncheon Club (Warm Hub), Children's Holiday Activities, CREE Men's Group, Tea & Chat Women's Group, Teeny Tots, FAB - Fridays are Brill, Tea and Chat Drop in, Short Mat Bowls, Art, Louie's Place Community Café, and "Dance to a Tea" seated dancing/afternoon tea group.

#### ***Regular Activities delivered by other organisations and service providers.***

Zumba, Tai Chi, Karate, and Timesteps Dance Group.

Wellbeing for Life - Health Trainers carry out one-to-one diabetic consultation with clients

East Durham Trust provides debt, housing and energy advice for low-income families who find themselves in financial difficulties causing a negative effect on their wellbeing. In addition to the centre is a distribution point for the "FEED Project", Food Bank where food parcel claimants can pick up their parcel, also a collection point for food donations from individuals in the community to support those in need.

#### ***Children & Young People's Services delivered by the Centre***

Our Children and Young People's Services provide activities for children and young people, aged from birth to 18 years.

*Community Ofsted Registered Nursery* – We continue to operate a not-for-profit community Ofsted Registered Nursery, providing 68 places per day over two sessions each day due to the expansion of the nursery into the former IT suite. Sessions are 8.30am to 11.30am and 12noon to 3pm, where children aged two to four years access free educational entitlement. We provide places for children with Special Educational Needs/Disability (SEND). We currently have an Ofsted judgement of 'Outstanding' gained in November 2022. We are an accredited Sun Safe and Millie's Mark Nursery.

## Seaham Eastlea and District Community Association

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

We celebrate special days/events throughout the year, providing diverse learning opportunities for our children. We invite families to share these experiences and external organisations to share their knowledge and experiences with our children.

This has been another excellent year where we have continued to receive very positive feedback from parents and professionals who have accessed our service. All places are taken each term, with waiting lists in place.

*FAB (Fridays are Brill)* – A very popular, weekly activity in which we engage with up to 42 children from five years upwards. Each Friday, after school, a variety of creative, physical and social activities are delivered. Tea is provided. The children have also had the opportunity, over the past year, to be involved in external community events and visits. Special celebration days/events are promoted and celebrated. We welcomed FAB back to the Centre in September 2021, following its temporary cancellation during COVID-19.

*Teeny Tots* – A weekly activity, for little ones from birth up to four years and their parents/carers. Lots of age-appropriate activities to encourage development, promote learning through play and develop social skills. Special celebration days/events are promoted and celebrated. This is a friendly, social group, which also offers peer support for parents and carers. We welcomed Teeny Tots back to our Centre in July 2021, following its temporary cancellation due to COVID-19.

#### **Monthly Councillor Surgeries**

This provides a monthly drop-in surgery and the opportunity for local residents to take up enquiries and chat with Councillors.

| <b>Weekly Activities at a Glance at Eastlea Community Centre</b> |                                     |
|--|-------------------------------------|
| <b>MONDAY</b>  |                                     |
| Tots 'R' Us Ofsted Registered Nursery                            | 8.30 am -11.30 am & 12 pm - 3 pm    |
| Tai Chi  | 10.45 am – 11.45 am                 |
| Louie's Place Community Café                                     | 11 am – 1 pm                        |
| Teeny Tots, 0 – 4 years  | 2 pm – 2 pm                         |
| CREE-ATION Men's Group   | 1 pm – 4 pm                         |
| Nuvo Seated Dance  | 2.30 pm – 4.30 pm                   |
| Timesteps Dance Groups (Age 5 – Adult)                           | 6 pm – 9 pm                         |
| <b>TUESDAY</b>   |                                     |
| Tots 'R' Us Ofsted Registered Nursery                            | 8.30 am -11.30 am & 12 pm - 3 pm    |
| Carpet Bowls   | 11 am – 12 noon                     |
| Tea & Chat Women's Group   | 10 pm – 2 pm                        |
| Dance To A Tea   | 2 pm – 4 pm                         |
| Jujitsu  | 7 pm – 8.30 pm                      |
| <b>WEDNESDAY</b>   |                                     |
| Tots 'R' Us Ofsted Registered Nursery                            | 8.30 am -11.30 am & 12 pm - 3 pm    |
| Drop In Club   | 2 pm – 4 pm                         |
| Deneside Ward Councillor Surgery                                 | 6 pm – 7 pm (last Wed of the Month) |
| <b>THURSDAY</b>  |                                     |
| Tots 'R' Us Ofsted Registered Nursery                            | 8.30 am -11.30 am & 12 pm – 3 pm    |
| Lunch Club   | Served at 12 noon                   |
| Art  | 2 pm – 4pm                          |
|  |                                     |

## Seaham Eastlea and District Community Association Trustees' Annual Report and Financial Statements 31<sup>st</sup> March 2024

|                                       |                                  |
|---------------------------------------|----------------------------------|
|                                       |                                  |
| Karate (age 4 +)                      | 5 pm – 6 pm                      |
| Zumba Mix                             | 6.30 pm – 7.30 pm                |
| <b>FRIDAY</b>                         |                                  |
| Tots 'R' Us Ofsted Registered Nursery | 8.30 am -11.30 am & 12 pm - 3 pm |
| FAB Club Juniors & Seniors            | 4 pm – 6 pm                      |
| Jujitsu                               | 6.30 pm – 8.30 pm                |
| Bookworks Book Club (6 weekly)        | 6.30 pm – 8.30 pm                |
| <b>SATURDAY AND SUNDAY</b>            |                                  |
| Children's Parties                    | £40/hour                         |

### ***Special Annual Activities***

- Christmas Fayre & Grotto
- Polling station for local, regional and national elections
- Eastlea Community Centre is proud to house and display the Seaham Colliery (Seaham Lodge) and Vane Tempest (Vane Tempest Lodge) Miner's Banners. Each year they are paraded through the streets of Seaham, alongside colliery bands. The parades set off early in the morning, before arriving in the city of Durham to join the Durham Miners' Gala event.

### ***Occasional Activities***

- Non-term time activities for children during Half-Term and all School holidays.
- Services – Photocopying, Printing, IT facility and meetings
- Private functions – wedding receptions, birthday parties and christenings

### ***Projects and Achievements***

Thursday lunch club continued via various funding sources (Believe Housing, Seaham Town Council, County Durham Community Foundation), continues to be integral part of the centre's weekly timetable

Increase in number of volunteers, and nursery staffing from seven to 12.

Began accepting card payments via Square as we look to make it easier for bigger events to take place into 24/25

Began period of cost reduction and analysis to further support centre's future. Expansion of nursery into IT room in late part of 22/23 financial year has provided vital income and we hope to expand further in the future. This has also seen an increase in nursery capacity from 42 to 72, providing much-needed nursery places to the local area.

Expanded Information, Advice and Guidance offering in association with East Durham Trust, providing food parcels and emergency energy vouchers to those in need.

FAB Club continues to be popular and has a waiting list in place as the maximum capacity of 50 children has been hit

Cree men's mental health group continues with the support of Durham County Council  
Tea & Chat women's mental health group has enjoyed financial support from Believe Housing and the Hadrian Trust, as well as received valuable visits from the NHS's Wellbeing for Life service, who continue to be an important partner to the centre and its community.



## **Seaham Eastlea and District Community Association Trustees' Annual Report and Financial Statements 31<sup>st</sup> March 2024**

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Another successful Christmas fayre and grotto in December 2023, raising around £2000 for the centre and giving local children an opportunity to visit Santa. Presents also distributed to families in need, with help from Seaham SAFC Supporters' Association.

Tea & Chat women's mental health group has enjoyed financial support from Believe Housing and the Hadrian Trust, as well as received valuable visits from the NHS's Wellbeing for Life service, who continue to be an important partner to the centre and its community.

### **Financial Review**

#### ***Risk Management***

It is the responsibility of the Trustees, with the assistance of the Centre Manager, to carry out risk management assessments of the organisation, and to respond appropriately. The Trustees have considered the major risks to which the charity is exposed and satisfied themselves that procedures are in place to manage those risks, through the development of a Risk Management Policy and a Risk Register. Each risk assessment is reviewed for every section to which it is applicable at least twice a year to ensure that procedures are in place to avert the risk or, if that is not possible, to alleviate its impact.

#### ***Reserves Policy***

The Trustees have reviewed the Reserves of the Charity. Our policy is to hold enough funds to cover three months running costs of the Community Centre. Figures are produced by the Centre Manager and presented in the Finance Report at every other meeting of the Trustees/Management Committee.

#### ***Income/Funding Sources***

Our main source of generated income continues to be from the Centre's room hire charges. Our Nursery plays a huge part in this by hiring three rooms, five days a week. At present our rooms are used and hired from external organisations/users, however, there is room for growth. In addition, we have had frequent fundraising events and applied to external organisations to match fund projects and salaries.

In addition to the funding secured for projects mentioned previously, smaller scale fundraising activities take place throughout the year, initiated by staff and volunteers, which usually involve our groups and the involvement of our community. Parents and families accessing the Centre and Nursery have contributed to raising substantial amounts and played a huge part in supporting fundraising activities throughout the year.

We were delighted to receive two separate pieces funding from Believe Housing across this year, for our Thursday lunch club and also for our Tuesday Tea & Chat group. The lunch club has also been the recipient of funding from County Durham Community's Foundation's Welcome Hubs scheme.

Tea & Chat has also seen funding from the Hadrian Trust, and a generous donation from Seaham Town Council has allowed us to make our popular FAB Club for children available for free on Fridays. This funding has also allowed us to provide a wider choice of healthier food to the children that attend.

We also were delighted to receive funding from the Ballinger Trust, a hugely generous grant towards the centre's core operational costs, across the next two years.

**SEAHAM EASTLEA & DISTRICT COMMUNITY ASSOCIATION**  
**Balance Sheet**  
**as at 31 March 2018**

|  | Notes | 2018<br>£      | 2017<br>£      |
|--|-------|----------------|----------------|
| <b>Fixed assets</b>  |       |                |                |
| Tangible assets  | 4     | 803,176        | 803,176        |
| <b>Current assets</b>  |       |                |                |
| Cash at bank and in hand                                       |       | 40,496         | 80,804         |
| <b>Net current assets</b>                                      |       | <u>40,496</u>  | <u>80,804</u>  |
| <b>Total assets less current liabilities</b>                   |       | <u>843,672</u> | <u>883,980</u> |
| <b>Creditors: amounts falling due after more than one year</b> | 5     | (3,122)        | (1,246)        |
| <b>Net assets</b>  |       | <u>840,550</u> | <u>882,734</u> |
| <b>Capital and reserves</b>                                    |       |                |                |
| Restricted Funds   | 6     | 3,949          | 4,129          |
| Unrestricted Funds   | 7     | 836,601        | 878,605        |
| <b>Total Funds</b>   |       | <u>840,550</u> | <u>882,734</u> |

The Trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The member has not required the company to obtain an audit in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

M. Blackwell      *[Signature]*      J. Stubb      J. Stubb

Trustees

Approved by the board on 26.11.18

R. Lunn



# Seaham Eastlea and District Community Association

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

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### Trustees' Report

*Once again the Trustees of Eastlea Community Centre would like to take this opportunity to acknowledge and thank the staff and volunteers for their work and dedication, in managing and supporting the services we provide to individuals, families, the community and other organisations.*

*We have a small team of staff, without which, the Centre could not function. They come with a wealth of experience and continue to provide invaluable support, advice and guidance. We thank them for their commitment and dedication. We are very fortunate to have a team that demonstrates so much passion, to ensure the Centre continues to be a vibrant, friendly and welcoming hub for the community.*

*Work continues, to strengthen the Centre's invaluable position in the community, focus on partnership working, whilst reaching out and providing a diverse and inclusive programme of activities. Our vision is to enable all individuals, young and old, of all abilities, to flourish through enriching experiences and instil a sense of community by engaging with our Centre.*

*We will strive to create and promote effective opportunities through volunteering, training and development pathways, and will continue to offer a diverse range of activities, the majority of which are volunteer led. Our website and increased usage of our Facebook pages have improved channels of communication and distribution of information, increasing our reach within the community and beyond. In addition to this, we would like to thank The Mallard, our neighbours, for continuing to support us through fundraising activities, and promotion of our services. In addition to this, we rely on donations from our local community, including those done anonymously and in memory of those who we have helped and supported over the years.*

*We are delighted that following their inspection in November 2022, that our Nursery, Tots 'R' Us, received an Outstanding grade from OFSTED. Our nursery staff and volunteers work tirelessly to provide a safe, welcoming and supportive environment for our children to learn and grow in and we are thrilled that this has been recognised.*

*Thank you.*

*John Bainbridge, Ronnie Farn, Craig Bell, Sharon Bell*

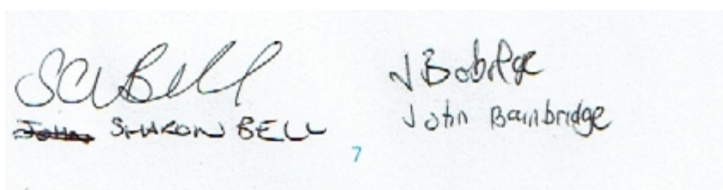
*Trustees*

**Thank you to our supporters and funders**

### Declaration

The Charity Trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards. The Trustees for the purposes of Charity Law who served during the year and up to the date of this report are set out on page one.

Approved by the Trustees and signed on its behalf by:



Sharon Bell  
John SHARON BELL

John Bainbridge  
John Bainbridge

Date: 15/01/25

# Seaham Eastlea and District Community Association

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

### Independent Examiner's Report to the Members of Seaham Eastlea and District Community Association

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2024, which are set out on pages 9 to 15.

#### 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: 20/12/2024

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

# Seaham Eastlea and District Community Association Trustees' Annual Report and Financial Statements 31<sup>st</sup> March 2024

## Statement of Financial Activities (including Income and Expenditure Account) For the year ended 31<sup>st</sup> March 2024

|                                    | Notes | Unrestricted funds  | Restricted funds | Total funds 2024 | Total funds 2023 |
|------------------------------------|-------|---------------------|------------------|------------------|------------------|
|                                    |       | £                   | £                | £                | £                |
| <b>Income and endowments from:</b> |       |                     |                  |                  |                  |
| Donations and legacies             | 3     | 17,626              | 41,266           | 58,892           | 23,221           |
| Charitable activities              | 4     | 257,383             | 23,861           | 281,244          | 224,457          |
| <b>Total</b>                       |       | <b>275,009</b>      | <b>65,127</b>    | <b>340,136</b>   | <b>247,678</b>   |
| <b>Expenditure on:</b>             |       |                     |                  |                  |                  |
| Charitable activities              | 5     | 198,803             | 36,906           | 235,709          | 202,221          |
| <b>Total</b>                       |       | <b>198,803</b>      | <b>36,906</b>    | <b>235,709</b>   | <b>202,221</b>   |
| <b>Net expenditure</b>             |       | <b>76,206</b>       | <b>28,221</b>    | <b>104,426</b>   | <b>45,457</b>    |
| Transfers between funds            | 12/13 | 28,221              | = 28,221         |                  |                  |
| <b>Net movement in funds</b>       |       | <b>104,427</b>      | <b>= 0</b>       | <b>104,426</b>   | <b>45,457</b>    |
| <b>Reconciliation of funds</b>     |       |                     |                  |                  |                  |
| Total funds brought forward        |       | 921,765             | =                | 921,765          | 876,308          |
| <b>Total funds carried forward</b> |       | <b>1,026,191.19</b> | <b>= 0</b>       | <b>1,026,191</b> | <b>921,765</b>   |

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 16 form part of these accounts.



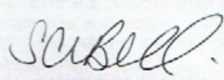
# Seaham Eastlea and District Community Association Trustees' Annual Report and Financial Statements 31<sup>st</sup> March 2024

## Balance Sheet

As at 31<sup>st</sup> March 2024

|  | Notes | Total funds 2024<br>£ | Total funds 2023<br>£ |
|--|-------|-----------------------|-----------------------|
| <b>Fixed Assets</b>                            |       |                       |                       |
| Tangible assets                                | 8     | 804,399               | 805,011               |
|  |       | <u>804,399</u>        | <u>805,011</u>        |
| <b>Current assets</b>                          |       |                       |                       |
| Debtors  | 9     | 2,803                 | 2,406                 |
| Cash at bank and in hand                       |       | 223,089               | 118,489               |
| <b>Total Current Assets</b>                    |       | <u>225,892</u>        | <u>120,895</u>        |
| <b>Liabilities</b>                             |       |                       |                       |
| Creditors: Amounts falling due within one year | 10    | 4,099                 | 4,140                 |
|  |       | <u>4,099</u>          | <u>4,140</u>          |
| <b>Net Assets</b>                              |       | <u>1,026,191</u>      | <u>921,765</u>        |
| <b>The funds of the charity</b>                |       |                       |                       |
| Restricted income funds                        | 11    | - 0                   | -                     |
| Unrestricted income funds                      | 12    | 1,026,191             | 921,765               |
| <b>Total charity funds</b>                     |       | <u>1,026,191</u>      | <u>921,765</u>        |
|  |       | - 0                   | 0                     |

The financial statements were approved by the trustees, authorised for issue and are signed on their behalf by:



SHARON ANN BELL

Trustee

Date: 15/01/25

The notes on pages 10 to 15 form part of these accounts.

# Seaham Eastlea and District Community Association

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

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### Notes to the accounts

#### 1 Accounting policies

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

- a) The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.
- b) Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.
- c) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Trust. Unrestricted funds include a revaluation reserve representing the restatement of freehold property at market value.
- d) Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.
- e) Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.
- f) All incoming resources are included in the Statement of Financial Activities when the Trust is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:
  - i) Donations and legacies are received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is conditional on the delivery of a specific performance by the Trust, are recognised when the charity becomes unconditionally entitled to the grant.
  - ii) Income and endowments from charitable activities is accounted for when the letting or activity takes place and deposits received during the year in respect of future periods are carried forward as deferred income.
  - iii) Other trading income from the shop is accounted for when earned.
  - iv) Investment income is included when receivable.
  - v) Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- g) Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:
  - i) Expenditure on raising funds comprise costs associated with attracting voluntary income, including costs of trading for fundraising purposes including the charity's shop.
  - ii) Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
  - iii) 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.
- h) All fixed assets are initially recorded at cost.
- i) Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

|                   |                   |
|-------------------|-------------------|
| Freehold property | Not depreciated.  |
| Office Equipment  | 25% Straight line |
- j) The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Trust. The annual contributions payable are charged to the Statement of Financial Activities.
- k) Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### 2 Taxation

The charity is exempt from taxation on its income and gains where they are applied for charitable purposes. Irrecoverable VAT is included in the cost of the goods or services on which it was charged.

# Seaham Eastlea and District Community Association Trustees' Annual Report and Financial Statements 31<sup>st</sup> March 2024

## 3 Income and endowments from: Donations and legacies

| Incoming resources from charitable activities | Unrestricted funds | Restricted funds | Total funds 2024 | Total funds 2023 |
|---|--------------------|------------------|------------------|------------------|
|   | £                  | £                | £                | £                |
| Durham County Council - Cree Fund             |                    | 2,000            | 2,000            | 3,000            |
| DCC Fund                                      |                    | 3,300            | 3,300            | 350              |
| DCC Fun and Food                              |                    | -                | -                | 761              |
| Durham Community Action - Cree Plus           |                    | -                | -                | 1,000            |
| Neighbourhood Budget Back to School           |                    | -                | -                | 989              |
| Tesco   |                    | -                | -                | 375              |
| East Durham Trust - Cultural Hub              |                    | -                | -                | 600              |
| East Durham Trust - Covid Recovery Creative   |                    | -                | -                | -                |
| Wellbeing Rent                                |                    | -                | -                | 675              |
| Believe Housing                               |                    | 4,677            | 4,677            | 6,465            |
| DCC Col Grant                                 |                    | -                | -                | 750              |
| CDCF Warm Space Grant                         |                    | 2,950            | 2,950            | -                |
| Councillor's NB AAP Caretaker                 |                    | -                | -                | -                |
| Sundry donations                              | 17,626             | 1,000            | 18,626           | 8,256            |
| National Lottery Main Grants                  |                    | 17,339           | 17,339           | -                |
| Ballinger Trust core funding award            | -                  | 10,000           | 10,000           | -                |
| <b>Total</b>                                  | <b>17,626</b>      | <b>41,266</b>    | <b>58,892</b>    | <b>23,221</b>    |

## 4 Income and endowments from: Charitable activities

|                 | Unrestricted funds | Restricted funds | Total funds 2024 | Total funds 2023 |
|-----------------|--------------------|------------------|------------------|------------------|
|                 | £                  | £                | £                | £                |
| Children's Fund | 200,698            | -                | 200,698          | 155,619          |
| Activities      | 56,685             | 23,861           | 80,546           | 68,838           |
| <b>Total</b>    | <b>257,383</b>     | <b>23,861</b>    | <b>281,244</b>   | <b>224,457</b>   |

## 5 Expenditure on: Charitable activities

| Charitable activities             | Unrestricted funds | Restricted funds | Total funds 2024 | Total funds 2023 |
|-----------------------------------|--------------------|------------------|------------------|------------------|
|                                   | £                  | £                | £                | £                |
| Kitchen costs                     | 1,443              |                  | 1,443            | 2,473            |
| Other activities                  | 1,506              | 19,188           | 20,694           | 27,166           |
| Wages                             | 155,664            | 17,718           | 173,382          | 140,237          |
| ER National Insurance             | 2,021              |                  | 2,021            | -                |
| ER Pension                        | 2,037              |                  | 2,037            | -                |
| Training and welfare              | 96                 |                  | 96               | 120              |
| Travel & subsistence              | 115                |                  | 115              | 208              |
| Rates and water charges           | 2,488              |                  | 2,488            | 1,481            |
| Light, heat and power             | 18,321             |                  | 18,321           | 15,700           |
| Cleaning and waste management     | 708                |                  | 708              | 1,765            |
| Telephone, fax and internet       | 1,971              |                  | 1,971            | 1,985            |
| Postage, printing and stationery  | 19                 |                  | 19               | 697              |
| Membership subscriptions          | 991                |                  | 991              | 987              |
| Bank charges                      | 219                |                  | 219              | 393              |
| Insurance                         | 1,982              |                  | 1,982            | 490              |
| Donations                         | 60                 |                  | 60               | 209              |
| Repairs, renewals and maintenance | 4,691              |                  | 4,691            | 4,846            |
| Depreciation                      | 612                |                  | 612              | 612              |
| Payroll and Accountancy           | 3,862              |                  | 3,862            | 2,851            |
| <b>Total</b>                      | <b>198,803</b>     | <b>36,906</b>    | <b>235,709</b>   | <b>202,221</b>   |

# Seaham Eastlea and District Community Association

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

### 6 Employee information

No employee received emoluments in excess of £60,000 during the year (2024 nil). Employee costs during the period were as follows:

|                       | 2024<br>£      | 2023<br>£      |
|-----------------------|----------------|----------------|
| Wages and salaries    | 169,325        | 136,697        |
| Social security costs | 2,021          | 1,823          |
| Other pension costs   | 2,037          | 1,717          |
|                       | <u>173,382</u> | <u>140,237</u> |

The average number of people employed during the period was as follows:

|               | 2024<br>£ | 2023<br>£ |
|---------------|-----------|-----------|
| Charity staff | 14        | 13        |
|               | <u>14</u> | <u>13</u> |

### 7 Trustee information

No trustee received remuneration (2024: none) or was reimbursed expenses (2024: nil) during the year.

### 8 Fixed Assets

|                          | Office Equipment<br>£ | Land & Buildings<br>£ | Total<br>£     |
|--------------------------|-----------------------|-----------------------|----------------|
| <b>Cost or valuation</b> |                       |                       |                |
| At 1 Apr. 2023           | 2,446                 | 803,176               | 805,622        |
| Additions                |                       | -                     | -              |
| Disposals                |                       | -                     | -              |
| At 31 Mar. 2024          | <u>2,446</u>          | <u>803,176</u>        | <u>805,622</u> |
| <b>Depreciation</b>      |                       |                       |                |
| At 1 Apr. 2023           | 612                   | -                     | 612            |
| Charge for the period    | 612                   | -                     | 612            |
| Eliminated on disposals  |                       | -                     | -              |
| At 31 Mar. 2024          | <u>1,223</u>          | <u>-</u>              | <u>1,223</u>   |
| <b>Net book value</b>    |                       |                       |                |
| At 31 Mar. 2024          |                       | <u>804,399</u>        | <u>804,399</u> |
| At 31 Mar. 2023          |                       | <u>805,011</u>        | <u>805,011</u> |

### 9 Debtors



# Seaham Eastlea and District Community Association

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

### Debtors

|                               | 2024         | 2023         |
|-------------------------------|--------------|--------------|
|                               | £            | £            |
| Trade debtors                 | 1,266        | 745          |
| Prepayments and other debtors | 1,537        | 1,661        |
|                               | <u>2,803</u> | <u>2,406</u> |

All debtors are repayable within one year of the balance sheet date.

### 10 Creditors: Amounts falling due within one year

#### Creditors < 1 year

|                              | 2024         | 2023         |
|------------------------------|--------------|--------------|
|                              | £            | £            |
| Trade creditors              | 259          | 506          |
| Taxation and social security | 2,027        | 1,000        |
| Other creditors              | 1,814        | 2,634        |
|                              | <u>4,099</u> | <u>4,140</u> |

### 11 Restricted income funds

|   | Balance at 1 Apr 2023 | Income        | Expenditure   | Transfers     | Balance at 31 Mar 2024 |
|---|-----------------------|---------------|---------------|---------------|------------------------|
| Activity                                    |                       | 23,861        | 19,188        | 4,673         | -                      |
| Wages                                       |                       |               | 17,718        | 17,718        | -                      |
| Durham County Council - Cree Fund           | -                     | 2,000         |               | 2,000         | -                      |
| DCC Fund                                    | -                     | 3,300         |               | 3,300         | -                      |
| DCC Fun and Food                            | -                     | -             |               | -             | -                      |
| Durham Community Action - Cree Plus         | -                     | -             |               | -             | -                      |
| Neighbourhood Budget Back to School         | -                     | -             |               | -             | -                      |
| Tesco                                       | -                     | -             |               | -             | -                      |
| East Durham Trust - Cultural Hub            | -                     | -             |               | -             | -                      |
| East Durham Trust - Covid Recovery Creative | -                     | -             |               | -             | -                      |
| Wellbeing Rent                              | -                     | -             |               | -             | -                      |
| Believe Housing                             | -                     | 4,677         |               | 4,677         | -                      |
| DCC Col Grant                               | -                     | -             |               | -             | -                      |
| CDCF Warm Space Grant                       | -                     | 2,950         |               | 2,950         | -                      |
| Councillor's NB AAP Caretaker               | -                     | -             |               | -             | -                      |
| Sundry donations                            | -                     | 1,000         |               | 1,000         | -                      |
| Lottery Main Grants                         | -                     | 17,339        |               | 17,339        | -                      |
| Ballinger Trust core funding award          | -                     | 10,000        |               | 10,000        | -                      |
|   | -                     | <u>65,127</u> | <u>36,906</u> | <u>28,221</u> | -                      |

### 12 Unrestricted income funds

|                    | At 1/04/2023   | Incoming resources | Outgoing resources | Transfer        | At 31/03/2024    |
|--------------------|----------------|--------------------|--------------------|-----------------|------------------|
|                    | £              | £                  | £                  | £               | £                |
| Restricted Funds   | -              | 65,127             | (36,906)           | (28,221)        | (0)              |
|                    | <u>-</u>       | <u>65,127</u>      | <u>(36,906)</u>    | <u>(28,221)</u> | <u>(0)</u>       |
| Unrestricted funds |                |                    |                    |                 |                  |
| General fund       | 921,765        | 275,009            | (198,803)          | 28,221          | 1,026,191        |
|                    | <u>921,765</u> | <u>340,136</u>     | <u>(235,709)</u>   | <u>-</u>        | <u>1,026,191</u> |

# Seaham Eastlea and District Community Association

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

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### 13 Analysis of net assets between funds

|                    |         |           |         |
|--------------------|---------|-----------|---------|
| Restricted funds   |         | 2,024     | 2,023   |
| Current assets     |         |           |         |
| Unrestricted funds |         |           |         |
| Fixed assets       | 804,399 |           | 805,011 |
| Net Current assets | 221,792 | 1,026,191 | 116,755 |
|                    |         | 1,026,191 | 921,765 |

### 14 Related Party Transaction

There are no transactions with related parties that require disclosure.

### 15 Controlling Parties

The charity is controlled by the trustees.

### 16 Other Information

The charity is an unincorporated trust with its registered office at Eastlea Community Centre, Stockton Road, Seaham, Co Durham SR7 8DX.