

MONKCHESTER COMMUNITY ASSOCIATION CIO

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2025

Charity Number 1160426

MONKCHESTER COMMUNITY ASSOCIATION CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2025

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MONKCHESTER COMMUNITY ASSOCIATION CIO
TRUSTEES ANNUAL REPORT
For the year ended 31 March 2025

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 March 2025

The financial statements comply with the Charities Act 2022, the Memorandum and Articles of Association, and 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 October 2019)

1. Objectives and Activities

Monkchester Community Association CIO provides a range of community resources for local people in its purpose-built community centre, offering a welcoming venue with facilities that include: a large meeting space, a smaller multi-purpose meeting room, two office spaces (one for the CIO the other on long-term let, a fully equipped catering kitchen, IT suite (currently under re-development), and outside areas with play facilities and seating areas.

Activities over the year included:

- Youth club
- Summer and school holiday play schemes for local children and families
- Extra curriculum support and homework clubs provided by Into University Monday to Friday
- Community kitchen projects including FoodCycle

The facilities were also hired out for a variety of activities, including ward council meetings, local councillor surgeries, as a polling station during elections, and ongoing by regular groups such as dog training classes and an independent church, plus one-off hire for children's parties and special events.

This is a well-respected and well-used community centre and the trustees have ambitions to develop the facilities and the range of activities once the Community Asset Transfer of the Centre building from Newcastle City Council/Your Homes Newcastle has been completed.

Funds received during the year ended 31 March 2025:

We received £2500 from the Newcastle city Council ward Committee to help towards running our Summer play-scheme and help towards volunteer expenses.

We Received £3500 from Street games to help us have an even bigger and better Summer play scheme, enabling us to hire inflatables and outdoor activities.

We received £2416 from St. Anthony's Wow week this was to do a collective outdoor week with other centres in the area for 1 week in the school summer holiday at a joint venue. Walker Park

We received £4267 from Street games to provide winter activities and trips out to Alnwick gardens and the Theatre

We received £1441.80 from the Ward Committee to have a Christmas party, provide gifts and help cover volunteer expenses

2. Public Benefit Statement

The trustees have paid due regard to the Charity Commission guidance on public benefit and are confident that the CIO's aims, objectives and activities are in accordance with the guidance on public benefit.

Our activities and achievements as outlined above demonstrate our commitment to ensuring that the organisation's resources and activities maximise the potential benefit to our local community and others accessing the Community Centre.

3. Achievements and Performance

2024/5 has been a good year for Monkchester Community Association CIO, it has Continued to serve the needs of local people.

In particular:

- The CIO has made considerable progress in strengthening its governance, policies and procedures and in future planning
- Further progress has been made in regularising arrangements with Into University, as they would be a key tenant; however, we are in a 5-year agreement with them to rent both office space and main hall and they are currently into their 2nd year of this
- The CIO recognises it will need to plan ahead to achieve and maintain optimum and appropriate usage of the facilities, to meet local need, to cover costs and generate income

4. Financial review

Review of the year

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £50,367 of which £13,855 was restricted (2024: £57,548 of which £4,200 was restricted) and expenditure of £54,122 of which £2,500 was restricted (2024: £43,405 of which £1,700 was restricted). There was an operating deficit of £3,755 of which a surplus of £11,355 was restricted (2024: surplus of £14,143 of which a surplus of £2,500 was restricted).

At 31 March 2025, the Charity had cash funds of £83,209 of which £18,157 was restricted (2024: £86,964 of which £6,802 was restricted).

Reserves policy

The Trustees consider the level of reserves, £65,052 (2024: £80,162), prudent for the Charity at this time taking into account potential liabilities in the event that the charity ceased. Our Reserves Policy is reviewed annually. Part of the reserves for the year ended 31 March 2025 is designated for repairs and maintenance to the community centre at a value of £5,945 (2024: £10,000).

5. Plans for future periods

Monkchester Community Association CIO recognizes the need to continue developing its capacity, procedures and practices across a range of its activities in the coming year, to be ready for the responsibilities of taking over the building on behalf of the local community.

These include:

- Continuing to support new and incoming trustees
- Developing systems and capacity to meet the more rigorous financial and administrative requirements of being a CIO
- Updating and/or developing appropriate policies, procedures and practices suitable for a CIO following the asset transfer of the building from the Local Authority
- Developing a more strategic approach to service delivery, budgeting, fundraising, reporting and monitoring, and service development

6. Reference and administrative details of the charity, its trustees and advisors

Registered charity name	Monkchester Community Association CIO
Charity number	1160426
Registered office	48 Lightfoot drive Walker Newcastle upon Tyne NE6 3BY
Trustees and Members of the Board	S Bell C McLaughlin C Brumwell
Independent Examiner	Doug Maltman FMAAT Connected Voice Business Services One Strawberry Lane Newcastle upon Tyne. NE1 4BX.
Bankers	Lloyds Bank

7. Structure, governance and management

Recruitment and Appointment of the Board

Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair.
- An explanation of roles and responsibilities as a Board Member
- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copies of recent board papers.

8. Statement of Trustee Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 29.01.2026 and signed on their behalf by:

S Bell
Trustee

MONKCHESTER COMMUNITY ASSOCIATION CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2025

I report on the financial statements of Monkchester Community Association CIO for the year ended 31 March 2025, which are set out on pages 6 to 13.

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 of the Charities Act 2022 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than if the requirements that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Doug Maltman FMAAT
Fellow Member of the Association of Accountancy technicians
Connected Voice Business Services
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 29.01.2026

STATEMENT OF RECEIPTS AND PAYMENTS

For the year ended 31 March 2025

	Notes	Unrestricted /Designated Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Receipts:					
Voluntary Receipts					
Donations, gift aid and legacy	3	305	-	305	592
Charitable activities					
Grants and contracts	4	35,102	13,855	48,957	56,708
Other trading activities	5	1,105	-	1,105	248
Total receipts		36,512	13,855	50,367	57,548
Payments:					
Charitable activities					
Operation of the charity	6	51,622	2,500	54,122	43,405
Total payments		51,622	2,500	54,122	43,405
Surplus/(deficit) for the year and movement of funds		(15,110)	11,355	(3,755)	14,143
Reconciliation:					
Opening cash at bank and in hand		80,162	6,802	86,964	72,821
Surplus/(deficit) for the year and movement of funds		(15,110)	11,355	(3,755)	14,143
Closing cash at bank and in hand		65,052	18,157	83,209	86,964

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 8 to 13 form an integral part of these accounts.

STATEMENT OF ASSETS AND LIABILITIES

As at 31 March 2025

	Notes	Unrestricted /Designated Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
<u>Cash funds:</u>					
Cash at bank and in hand	11	65,052	18,157	83,209	86,964
Assets retained for charity's own use	10			43,336	43,336
Liabilities	12			738	678

These financial statements were approved by the Board on:

29.01.2026

and are signed on its behalf by:

S Bell
Trustee

The notes on pages 8 to 13 form an integral part of these accounts.

MONKCHESTER COMMUNITY ASSOCIATION CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

The accounts have been prepared using the receipts and payments basis. An audit is not required by the Charity's constitution and has not been requested by the Trustees.

MONKCHESTER COMMUNITY ASSOCIATION CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

Analysis of receipts

	Unrestricted /Designated Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
3 Donations, gift aid and legacy				
Donations and gifts	305	-	305	592
	<u>305</u>	<u>-</u>	<u>305</u>	<u>592</u>
4 Charitable activities				
Activities	34,602	-	34,602	38,858
Youth Club - Playscheme	500	-	500	11,600
Newcastle City Council Grant - Christmas Party	-	1,442	1,442	300
Newcastle City Council Grant - Summer events	-	2,500	2,500	-
Street Games - Summer events	-	3,500	3,500	-
Street Games - Winter events	-	4,267	4,267	-
St Anthonys - WOW grant	-	2,146	2,146	-
R W Mann	-	-	-	1,500
Newcastle City Council Grant - Lawn Mower	-	-	-	2,500
Newcastle City Council Grant - Fryer	-	-	-	1,400
Shephard Ltd	-	-	-	250
J H Burn Trust Grant	-	-	-	300
Newcastle City Council Grant	-	-	-	-
	<u>35,102</u>	<u>13,855</u>	<u>48,957</u>	<u>56,708</u>
5 Other trading activities				
Other receipts	1,105	-	1,105	248
	<u>1,105</u>	<u>-</u>	<u>1,105</u>	<u>248</u>

MONKCHESTER COMMUNITY ASSOCIATION CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

Analysis of payments on charitable activities

	Unrestricted /Designated Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
6 Charitable activities				
<u>Direct costs</u>				
Youth Club - Playscheme	14,693	-	14,693	10,243
Licences	317	-	317	-
<u>Support costs</u>				
Admin support	9,685	-	9,685	8,459
Volunteer expenses	3,000	-	3,000	-
Office costs	2,891	-	2,891	1,850
Utility costs	9,382	-	9,382	10,546
Telephone/internet	1,837	-	1,837	1,073
Equipment	259	2,500	2,759	58
Repairs and maintenance	4,055	-	4,055	3,841
Water	1,118	-	1,118	1,507
Insurance	820	-	820	1,399
Other payments	2,887	-	2,887	3,799
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	678	-	678	630
	<u>51,622</u>	<u>2,500</u>	<u>54,122</u>	<u>43,405</u>

7 Fees for examination of the accounts

	2025 £	2024 £
Independent examiner's fees for reporting on the accounts	678	630
	<u>678</u>	<u>630</u>

There were no other fees paid to the examiner (2024: £nil)

8 Analysis of staff costs and the cost of key management personnel

The key management personnel of the charity, comprise the trustees. The total employee benefits of the key management personnel of the charity were £nil (2022: £nil)

9 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

MONKCHESTER COMMUNITY ASSOCIATION CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

Transaction(s) with related parties

The following detail the related party transactions in the reporting period.

As at 31 March 2025

Name of the trustee or related party	Relationship to charity	Description of the transaction	Amount £	Balance at period end £	Amounts written off £
C Connelly	Related to a Trustee	Admin Support	9,685	9,685	-

As at 31 March 2024

Name of the trustee or related party	Relationship to charity	Description of the transaction	Amount £	Balance at period end £	Amounts written off £
C Connelly	Related to a Trustee	Admin Support	8,459	8,459	-

9 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

10 Assets retained for charities own use

	2025 £	2024 £
Dishwasher	1,034	1,034
Cooker	2,192	2,192
Toilet	38,334	38,334
Fryer	1,776	1,776
	43,336	43,336

11 Cash at bank and in hand

	2025 £	2024 £
Cash at bank	82,501	86,115
Cash in hand	708	849
	83,209	86,964

12 Liabilities (payable within 1 year)

	2025 £	2024 £
Accruals		
Independent examination of accounts	678	630
Other accruals	60	48
	738	678

MONKCHESTER COMMUNITY ASSOCIATION CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

13 Events after the end of the reporting period

No other significant events affecting the Charity since the year end.

14 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ended 31 March 2025.

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	70,162	36,512	(47,567)	-	59,107
Designated funds					
Building repairs and maintenance	10,000	-	(4,055)	-	5,945
Totals	80,162	36,512	(51,622)	-	65,052

Purpose of unrestricted funds

General unrestricted fund

The free reserves of the charity.

Designated funds:

- Building repairs and maintenance

Funds allocated for repairs and maintenance of the premises.

Analysis of movement in restricted funds

For the year ended 31 March 2025.

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Newcastle City Council - Solicitor	240	-	-	-	240
Newcastle City Council - Computers	4,062	-	-	-	4,062
Newcastle City Council - Lawn mower	2,500	-	(2,500)	-	-
St Anthony's - WOW grant	-	2,146	-	-	2,146
Newcastle City Council - Christmas	-	1,442	-	-	1,442
Newcastle City Council - Summer	-	2,500	-	-	2,500
Street Games - Summer events	-	3,500	-	-	3,500
Street Games - Winter events	-	4,267	-	-	4,267
Totals	6,802	13,855	(2,500)	-	18,157

MONKCHESTER COMMUNITY ASSOCIATION CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Newcastle City Council - Solicitor	Funds for the solicitor costs for the property change of use.
Newcastle City Council	Funds to purchase computer equipment.
Newcastle City Council	Funds to purchase Lawn mower.
St Anthony's - WOW grant	Funds for WOW week.
Newcastle City Council	Funds for Christmas Party.
Newcastle City Council	Funds for Summer events.
Street Games	Funds for Summer events.
Street Games	Funds for Winter evenets

As at 31 March 2024

Transfers between funds

	Reason for transfer	Amount £
Between unrestricted and designated funds	Transfer of funds to property repairs and maintenance fund.	3,841

15 Guarantee

There have been no guarantees given by the charity at 31 March 2024.

16 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2025.

17 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 11 February 2015 as a body corporate under part 11 of the Charities Act 2022.

18 Capital commitments

As at 31 March 2025, the charity had no capital commitments (2024 -£nil)