



# **ANNUAL GENERAL MEETINGS**

**Monday 24th MAY 2021**

**8pm in the BAR**

**APPLICATIONS TO JOIN THE BOARD OF  
TRUSTEES, SHOULD BE MADE IN WRITING OR BY  
EMAIL TO BE**

**Email: [heatoncc@hotmail.co.uk](mailto:heatoncc@hotmail.co.uk)**

**Written: Heaton Community Centre  
Trewitt Road, Heaton,  
Newcastle upon Tyne NE6 5DY.**

**HEATON COMMUNITY CENTRE CIO (1161406)  
AGM**

**HEATON cc SOCIAL CLUB (28098R) AGM**

**The bar will be open for this evening**

**Web site: [Heatoncc.org.uk](http://Heatoncc.org.uk)**

**Annual General Meeting 24<sup>th</sup> May, 2021 at 8pm. The bar will be  
open**

## **AGENDA**

HCC's meeting is will start at 8pm, or as soon as there is a quorum of members.

There are two meetings:

### **HEATON COMMUNITY CENTRE**

#### **Welcome**

**Minutes of the last AGM** (to be agreed, proposed and seconded)

#### **Annual Report**

**Accounts** (to be agreed, proposed and seconded)

**Appointment of reporting examiners** (to be agreed, proposed and seconded).

### **The Board of Trustees from May 2021**

**Andrew Gosling**

**Chris Gosling**

**Jim Bell**

**Kim Crossley Stewart**

**Will Laing**

### **HEATON COMMUNITY CENTRE SOCIAL CLUB LTD**

**Agenda as above**

## **ACKNOWLEDGEMENT AND THANKS TO**

**HEATON VOICES FOR DONATIONS MADE**

**CAROLINE COLLIINSON FOR HER SUPPORT TO HCC AND THE COMMUNITY**

**TO ALL OUR GROUPS FOR THEIR PATIENCE**

Annual General Meeting 24<sup>th</sup> May, 2021 at 8pm. **The bar will be open**

## **ANNUAL REPORT FOR JAN-DEC 2020**

2020 was a tough year for all of us. HCC closed at the end of March and reopened 1<sup>st</sup> July but the Community Groups were soon closed again. Our childcare setting managed to stay open from July 2020 and has good numbers from January 2021. Parents have been very supportive in following the changing regulations and staying with us.

Like many businesses some of our staff were furloughed, and I part furloughed providing support and information to Emma as it was needed. The running of HCC went to Emma Vicarage and Paul Gosling who worked exceptionally hard to keep everything running smoothly. Emma for admin and childcare and Paul for maintenance and security.

We had to get to grips with applying our covid risk assessment, maintaining cleaning, hands sanitising, maintaining safe distancing procedures as well as one way systems and providing advice and support to people in need.

HCC survived these unprecedented times and hopes to transition back to normality from the end of May 2021. It has done so with grant aid and support received from the Government and via Newcastle City Council (including education grants).

We have missed a lot of regulars, people and community groups and are looking forward to seeing people again. Unfortunately we have lost a couple of groups but generally most people have been getting in touch to arrange their return.

Thank you to all those who have supported us and those groups such as Heaton Voices who have made donations. Every little bit helps.

As we spent a lot of time closed the Trustee Board has agreed that those who paid their membership last year can carry it over to this year. As a reminder please remember we do need a membership to comply with Charity regulations and I hope that you like me would

Annual General Meeting 24<sup>th</sup> May, 2021 at 8pm. **The bar will be open**

like to continue to see HCC thrive and support others in our Community.

Sue Newton MBE  
Centre Manager

Minutes of HCC and Social Club AGM's 2019.  
Date of meeting March 2020

Due to Covid both of these meetings had to be cancelled at the last minute, they could not be quorate. In view of this the committee went through the accounts and agreed them.

The AGM report was available with all the usual documents.

The minutes of the previous years meeting were agreed. Sue Newton, Chris Gosling.

The Annual Report was read and agreed also

Our report and minutes were logged on line with the Charity Commission as required by legislation.

It was agreed that Jones Boyd would continue as our accountants with Matt as finance examiner.

The meeting then closed with no further questions.

The Trustees accepted the documents submitted.

## **HEATON COMMUNITY CENTRE SOCIAL CLUB LTD**

Please see the statement above regarding last years meeting.

HCC Social Club Closed in March 2020 and is only now opening again.

It will open Thursdays, Fridays, Saturdays and Sundays providing the regulations allow for this. We hope that business will pick up again quickly and we can take another look at our opening hours.

We are anxious to welcome people back and some new faces too we hope.

While the Social Club has been closed Paul and Staff from Newcastle City Council have refurbished the bar counter area and Heineken are also providing some new equipment.

Annual General Meeting 24<sup>th</sup> May, 2021 at 8pm. **The bar will be open**

We anticipate some of the Covid regulations will be with us for sometime to come but aim to keep users as safe as possible and will be really pleased to see people coming in our doors.

Sue Newton, Secretary.

Annual General Meeting 24<sup>th</sup> May, 2021 at 8pm. **The bar will be open**

Charity Number: 1161406

**Heaton Community Centre CIO**  
**Financial Statements**  
**For the year ended**  
**31 December 2020**

Heaton Community Centre CIO  
Financial Statements

year ended 31 December 2020

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## Heaton Community Centre CIO

### Information

Year ended 31 December 2020

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#### Trustees

The trustees who served during the year were

C Gosling  
A Gosling  
K Stewart Crossley  
W Lang  
J Bell

#### Charity Number

1161406

#### Registered Address

Trewhitt Road  
Heaton  
Newcastle-Upon-Tyne  
Tyne and Wear  
NE06 5DY

#### Independent Examiner

Matthew J Boyd  
Jones Boyd  
16/17 Marshall Terrace  
Gilesgate Moor  
Durham  
DH1 2HX

#### Bankers

Lloyds Bank Plc



## Heaton Community Centre CIO

### Annual report of the Trustees

#### for the year ended 31 December 2020

---

Heaton Community Centre is a Charitable Incorporated Organisation, registered charity number 1161406 with a written constitution. The management committee is responsible for the day to day running of the centre. The assets of the charity were transferred from Heaton Community Centre at the start of the year. Trustees are appointed at the Annual General Meeting.

#### **Objects**

The objects of the community centre are to:

- (a) promote the benefit of the inhabitants of Heaton and the Neighbourhood together defined by Newcastle East (hereinafter called the "area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by association together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- (b) establish or secure the establishment of a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.
- (c) promote such charitable purposes as may from time to time be determined.

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

#### **Future developments**

The trustees are looking forwards to the return of more normal social interactions following the Coronavirus pandemic.

#### **Transactions and Financial Position**

It has been a very challenging year from a financial perspective due to the effects of the Coronavirus pandemic, but the trustees are confident that the charity is now in a position to move forwards.

## Heaton Community Centre CIO

### Annual report of the Trustees

for the year ended 31 December 2020

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#### Major risks

Maintaining appropriate heating and ensuring the buildings are wind and water tight.

#### Reserves Policy

It is the trustees' policy to maintain liquid reserves of approximately 6 months running costs, to ensure staff costs are covered.

#### Trustees Responsibilities

The trustees are required under the Charities Act 2011 to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and regulations. 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.

The report was approved by the trustees on 24 May 2021.

A Gosling  
Trustee

# Independent Examiner's Report to the Trustees of

## Heaton Community Centre CIO

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Registered Charity Number 1141017

On accounts for year ended 31 December 2020

Set out on pages 4 to 8

### Respective responsibilities of trustees and examiner

The Trustees (who are the directors of Heaton Community Centre for the purposes of Company Law) are responsible for the preparation of accounts. The trustees consider that the 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.

Having satisfied myself that the company 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 2011 Act; follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011Act; 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 consideration of any unusual items or disclosures in the accounts, and seeking explanation 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 I do not express any audit opinion, on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
  - : to keep accounting records in accordance with Section 130 of the Act; and
  - : to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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.

**Matthew J Boyd**  
**Jones Boyd**  
**Chartered Accountants**  
16/17 Marshall Terrace  
Gillesgate Moor  
Durham DH1 2HX

24 May 2021



# Heaton Community Centre CIO

## Statement of Financial Activities

for the year ended 31 December 2020

	Note	Restricted Funds 2020 £	Unrestricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019
<b>Incoming resources</b>					
Investment income		-	-	-	
<b>Incoming resources from charitable activities</b>					
Group income	2	-	125,270	125,270	202,190
Other income	3	-	84,299	84,299	35,718
<b>Total incoming resources</b>		-	209,569	209,569	237,908
<b>Charitable expenditure</b>					
Group expenses	4	-	168,215	168,215	187,387
Centre expenses	5	-	46,488	46,488	67,831
<b>Total resources expended</b>		-	214,703	214,703	255,218
<b>Movement in total funds</b>			(5,134)	(5,134)	(17,310)
<b>Total funds brought forwards</b>		-	70,712	70,712	88,022
<b>Total funds carried forward</b>		-	65,578	65,578	70,712

# Heaton Community Centre CIO

## Balance Sheet

as at 31 December 2020

	Note	2020 £	2019 £
<b>Tangible fixed assets</b>	6	4,261	5,681
<b>Current assets</b>			
Debtors and prepayments	7	12,939	15,076
Bank deposit account		23,956	29,522
Bank current account		29,883	28,247
		<u>66,778</u>	<u>72,845</u>
<b>Current liabilities</b>			
Creditors and accruals		<u>5,461</u>	<u>7,814</u>
<b>Net current assets</b>		61,317	65,031
<b>Total net assets</b>		<u>65,578</u>	<u>70,712</u>
<b>Financed by:</b>			
<b>Unrestricted funds:</b>			
General reserve		<u>65,578</u>	<u>70,712</u>

Signed on behalf of the Trustees:

J Bell

C Gosling

24 May 2021

# Heaton Community Centre CIO

## Notes to the Financial Statements

for the year ended 31 December 2020

### 1 Accounting policies

#### a) Basis of accounting

The financial statements have been prepared in accordance with all applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2005).

#### b) Depreciation

Depreciation is provided to write off the cost of tangible fixed assets as follows

	2020	2019
	£	£
Equipment		
Motor vehicle	125,270	202,190
	<u>125,270</u>	<u>202,190</u>

### 2 Group income

Childcare

### 3 Other income

Rent received  
Café  
Subscriptions  
Fundraising  
Lettings  
Covid grants  
Sundry income

	Restricted	Unrestricted	Total	2019
	£	£	£	
Rent received	-	8,648	8,648	11,060
Café	-	324	324	1,785
Subscriptions	-	-	-	21
Fundraising	-	414	414	1,109
Lettings	-	10,951	10,951	21,395
Covid grants	-	63,732	63,732	
Sundry income	-	230	230	348
	<u>-</u>	<u>84,299</u>	<u>84,299</u>	<u>35,718</u>

# Heaton Community Centre CIO

## Notes to the Financial Statements

for the year ended 31 December 2020

4 Group expenses	Restricted £	Unrestricted £	Total £	2019
Childcare	-	167,446	167,446	183,591
Summer playscheme	-	769	769	3,796
	-	168,215	168,215	187,387

The childcare expenses include wages costs.

5 Centre expenses	2020 £	2019 £
Repairs renewals and redecoration	2,990	22,312
Equipment rental	864	864
Café expenditure	1,511	3,577
Light and heat	17,636	16,712
Rent and Rates	4,515	2,681
Printing, postage and stationery	2,644	517
Insurances	3,325	3,288
Accountancy fee	1,098	1,092
Bookkeeping	1,290	1,296
Donations outward	292	-
Licenses and affiliation fees	528	1,784
Cleaning	1,554	2,443
Depreciation	1,420	1,894
Telephone	2,186	3,803
Training and course fees	863	-
Professional fees	1,100	-
Advertising	495	446
Bank charges	944	937
Sundries	1,233	4,185
	46,488	67,831

There was an average of 19 paid members of staff, receiving a total of £170,259

The non administrative wages are shown under the relevant group expenditure headings.

# Heaton Community Centre CIO

## Notes to the Financial Statements

for the year ended 31 December 2020

### 6 Tangible fixed assets

	Equipment £
<b>Cost</b>	
Brought forwards	58,330
Additions	-
Disposals	-
At 31 December 2020	<u>58,330</u>
<b>Depreciation</b>	
Brought Forwards	52,649
Charge for year	1,420
Disposals	-
At 31 December 2020	<u>54,069</u>
<b>Net book value</b>	
At 31 December 2020	<u>4,261</u>
At 31 December 2019	<u>5,681</u>

All tangible fixed assets are for use by the charity for direct charitable purposes

### 7 Debtors and prepayments

	2020 £	2019 £
Debtors and prepayments	841	-
Other debtors	<u>12,098</u>	<u>15,076</u>
	<u>12,939</u>	<u>15,076</u>

### 8 Creditors and accruals

	2020 £	2019 £
Accruals and other creditors	<u>5,461</u>	<u>7,814</u>
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Charity Number: 1161406

**Heaton Community Centre CIO**  
**Financial Statements**  
**For the year ended**  
**31 December 2020**

Heaton Community Centre CIO  
Financial Statements

year ended 31 December 2020

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## Heaton Community Centre CIO

### Information

Year ended 31 December 2020

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A Gosling  
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W Lang  
J Bell

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## Heaton Community Centre CIO

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#### for the year ended 31 December 2020

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#### **Future developments**

The trustees are looking forwards to the return of more normal social interactions following the Coronavirus pandemic.

#### **Transactions and Financial Position**

It has been a very challenging year from a financial perspective due to the effects of the Coronavirus pandemic, but the trustees are confident that the charity is now in a position to move forwards.

## Heaton Community Centre CIO

### Annual report of the Trustees

for the year ended 31 December 2020

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#### Major risks

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#### Reserves Policy

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The report was approved by the trustees on 24 May 2021.

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## Heaton Community Centre CIO

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On accounts for year ended 31 December 2020

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### Independent examiner's statement

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- (1) which give me reasonable cause to believe that in any material respect the requirements
  - : to keep accounting records in accordance with Section 130 of the Act; and
  - : to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
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**Jones Boyd**  
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24 May 2021

# Heaton Community Centre CIO

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for the year ended 31 December 2020

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# Heaton Community Centre CIO

## Balance Sheet

as at 31 December 2020

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Bank deposit account		23,956	29,522
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		<u>66,778</u>	<u>72,845</u>
<b>Current liabilities</b>			
Creditors and accruals		<u>5,461</u>	<u>7,814</u>
<b>Net current assets</b>		61,317	65,031
<b>Total net assets</b>		<u>65,578</u>	<u>70,712</u>
<b>Financed by:</b>			
<b>Unrestricted funds:</b>			
General reserve		<u>65,578</u>	<u>70,712</u>

Signed on behalf of the Trustees:

J Bell

C Gosling

24 May 2021



# Heaton Community Centre CIO

## Notes to the Financial Statements

for the year ended 31 December 2020

### 1 Accounting policies

#### a) Basis of accounting

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### 2 Group income

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	Restricted	Unrestricted	Total	2019
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# Heaton Community Centre CIO

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The non administrative wages are shown under the relevant group expenditure headings.

# Heaton Community Centre CIO

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for the year ended 31 December 2020

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