



ANNUAL GENERAL MEETINGS

Monday 9th MAY 2022

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

**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

Web site: Heatoncc.org.uk

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

Jane Hunter

HEATON COMMUNITY CENTRE SOCIAL CLUB LTD

Agenda as above

ACKNOWLEDGEMENT AND THANKS TO

Heaton Community Group Leaders

Jones Boyd Accountants

Caroline Collinson, Newcastle City Council

ANNUAL REPORT FOR JAN-DEC 2021

It took all of 2021 for us to get back on track following the disruptions due to Covid.

We extended the membership from the start of the Covid period as we felt there were enough issues for people to contend with, but Heaton Community Centre CIO is a registered Charity and so we do need a membership. Because this is the case it was agreed that any person who paid membership for 2020 is still on our records as a member. Also as there are still high rates of Covid in our area we will be not charge existing members again this year. However we do need to update information on members to comply with data protection guidelines and will ask you to complete a membership form and put your support behind Heaton Community Centre to keep it going.

We are still applying some of our Covid risk assessment procedures because there are still people catching it. We will continue to provide hand cleanser and promote washing hands as best practice. Our site cleaning and regular risk assessments will continue as normal so we ask that our users remain diligent in keeping the areas they use clean and safe. Our outside areas are particularly vulnerable and we ask you report any problem areas as soon as possible as we have a lot of young children using our services.

HCC has made the transition back to normal working but it has been a worry each month trying to make sure we have enough funds to pay staff and keep a good programme of activities running. Some grant aid and support has been received from the Government and via Newcastle City Council and our normal education grants that link to individual children have helped us to maintain services and as things are gradually coming back to normal we are keeping our fingers crossed for the future.

We have been really pleased with the number of Community groups who are working with us and thank their leaders for all their hard work. There have also been a number of new enquiries and if we can meet their needs we will add them to our programme.

The Trustee Board continues to meet on the second Monday each month. They receive an update on the general running of the Centre and any group reports that are submitted about the programme of activity in the Centre.

There are vacancies on the Trustee Board. Please ask if you are interested.

This year I have to report that Will Laing has had to step down as Trustee due to illness. Our thanks to you Will for your support over the last few years. At the same time we welcome Jane Hunter who will now join the Trustee Board.

Our programme of activities is a very mixed range of groups. We have a thriving childcare setting which has been the main activity keeping HCC going through Covid.

We have Nursery, Day care and a range of adult and child groups as part of this. We also offer wrap around care picking up children from Ravenswood School.

Other groups include, Bookworm Boogie, Capoeira, Heaton Voices Choir, Crafts, Dance, Games (Table top), Karate, Kendo, Kinship Carers, Walton Orchestra, Tai Chi and Zumba. Our programme changes frequently please check it out on our web site.

Many thanks to all who continue to support this Centre and keep it vibrant. Recent visitors to the Centre have been amazed by its size, the number of groups using it and the number of staff it sustains and that is what we are aiming to continue to do with your support.

Thank you

Sue Newton MBE on behalf of the Trustees.
Heaton Community Centre Manager

HEATON COMMUNITY CENTRE SOCIAL CLUB LTD

HCC Social Club is currently open Thursdays, Fridays, Saturdays, Sundays and Mondays.

Business has been slow to pick up after Covid but we are getting there and appreciate both our existing members and welcome new users.

Paul now manages the bar on behalf of Heaton Community Centre and it operates under a Premises Licence held with Newcastle City Council.

There have been bar staff changes and in the last year we have had Hannah, Gail, Lisa and Sarah working shifts. Paul maintains the bar and sorts staffing, stock and cellar work as well as the general upkeep of the bar itself and the lounge. His efforts over the last year have helped really improve the look and feel of it.

The pool table has been a good addition to the lounge, where the playing of snooker seems to have declined.

The bar is looking really good due to Paul's commitment to his role and we are starting to see some new people coming in. We want people to feel welcome and always hope they will come back again.

Sue Newton, Secretary.

Charity Number: 1161406

Heaton Community Centre CIO
Financial Statements
For the year ended
31 December 2021

Heaton Community Centre CIO

Financial Statements

year ended 31 December 2021

| | |
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| Statement of Financial Activities | 4 |
| Balance Sheet | 5 |
| Notes to the financial statements | 6 |

Heaton Community Centre CIO

Information

Year ended 31 December 2021

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 2021

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 2021

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 9 May 2022.

A Gosling
Trustee

Independent Examiner's Report to the Trustees of

Heaton Community Centre CIO

Registered Charity Number 1141017

On accounts for year ended 31 December 2021

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 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 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 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.

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

9 May 2022

Heaton Community Centre CIO

Statement of Financial Activities

for the year ended 31 December 2021

| | Note | Restricted Funds 2021 £ | Unrestricted Funds 2021 £ | Total Funds 2021 £ | Total Funds 2020 |
|--|------|----------------------------------|------------------------------------|-----------------------------|------------------------|
| Incoming resources | | | | | |
| Investment income | | - | | - | |
| Incoming resources from charitable activities | | | | | |
| Group income | 2 | - | 188,091 | 188,091 | 125,270 |
| Other income | 3 | - | 22,704 | 22,704 | 84,299 |
| Total incoming resources | | <u>-</u> | <u>210,795</u> | <u>210,795</u> | <u>209,569</u> |
| Charitable expenditure | | | | | |
| Group expenses | 4 | - | 183,528 | 183,528 | 168,215 |
| Centre expenses | 5 | - | 43,128 | 43,128 | 46,488 |
| Total resources expended | | <u>-</u> | <u>226,656</u> | <u>226,656</u> | <u>214,703</u> |
| Movement in total funds | | - | (15,861) | (15,861) | (5,134) |
| Total funds brought forwards | | - | 65,578 | 65,578 | 70,712 |
| Total funds carried forward | | <u>-</u> | <u>49,717</u> | <u>49,717</u> | <u>65,578</u> |

Heaton Community Centre CIO

Balance Sheet

as at 31 December 2021

| | Note | £ | 2021 £ | £ | 2020 £ |
|------------------------------|------|---------------|---------------|---------------|---------------|
| Tangible fixed assets | 6 | | 3,196 | | 4,261 |
| Current assets | | | | | |
| Debtors and prepayments | 7 | 7,798 | | 12,939 | |
| Bank deposit account | | 21,156 | | 23,956 | |
| Bank current account | | 20,870 | | 29,883 | |
| | | <u>49,824</u> | | <u>66,778</u> | |
| Current liabilities | | | | | |
| Creditors and accruals | | <u>3,303</u> | | <u>5,461</u> | |
| Net current assets | | | 46,521 | | 61,317 |
| Total net assets | | | <u>49,717</u> | | <u>65,578</u> |
| Financed by: | | | | | |
| Unrestricted funds: | | | | | |
| General reserve | | | <u>49,717</u> | | <u>65,578</u> |

Signed on behalf of the Trustees:

J Bell

C Gosling

9 May 2022

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2021

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

| | |
|---------------|----------------------|
| Equipment | 25% reducing balance |
| Motor vehicle | 25% reducing balance |

2 Group income

| | 2021 | 2020 |
|-----------|----------------|----------------|
| | £ | £ |
| Childcare | 188,091 | 125,270 |
| | <u>188,091</u> | <u>125,270</u> |

3 Other income

| | Restricted | Unrestricted | Total | 2019 |
|---------------|------------|---------------|---------------|---------------|
| | £ | £ | £ | |
| Rent received | - | 1,200 | 1,200 | 8,648 |
| Café | - | - | - | 324 |
| Subscriptions | - | - | - | - |
| Fundraising | - | 498 | 498 | 414 |
| Lettings | - | 12,447 | 12,447 | 10,951 |
| Covid grants | - | 8,256 | 8,256 | 63,732 |
| Sundry income | - | 303 | 303 | 230 |
| | <u>-</u> | <u>22,704</u> | <u>22,704</u> | <u>84,299</u> |

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2021

| 4 Group expenses | Restricted | Unrestricted | Total | 2020 |
|-------------------|------------|--------------|---------|---------|
| | £ | £ | £ | |
| Childcare | - | 183,528 | 183,528 | 167,446 |
| Summer playscheme | - | - | - | 769 |
| | - | 183,528 | 183,528 | 168,215 |

The childcare expenses include wages costs.

| 5 Centre expenses | 2021 | 2020 |
|-----------------------------------|--------|--------|
| | £ | £ |
| Repairs renewals and redecoration | 1,632 | 2,990 |
| Equipment rental | 864 | 864 |
| Café expenditure | 992 | 1,511 |
| Light and heat | 20,347 | 17,636 |
| Rent and Rates | 794 | 4,515 |
| Printing, postage and stationery | 2,645 | 2,644 |
| Insurances | 3,482 | 3,325 |
| Accountancy fee | 1,200 | 1,098 |
| Bookkeeping | 1,458 | 1,290 |
| Donations outward | - | 292 |
| Licenses and affiliation fees | 927 | 528 |
| Cleaning | 1,884 | 1,554 |
| Depreciation | 1,065 | 1,420 |
| Telephone | 1,901 | 2,186 |
| Training and course fees | - | 863 |
| Professional fees | 1,073 | 1,100 |
| Advertising | 495 | 495 |
| Bank charges | 902 | 944 |
| Sundries | 1,467 | 1,233 |
| | 43,128 | 46,488 |

There was an average of 18 paid members of staff, receiving a total of £177,244
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 2021

6 Tangible fixed assets

| | Equipment £ |
|-----------------------|----------------|
| Cost | |
| Brought forwards | |
| Additions | 58,330 |
| Disposals | - |
| At 31 December 2021 | <u>58,330</u> |
| Depreciation | |
| Brought Forwards | |
| Charge for year | 54,069 |
| Disposals | 1,065 |
| At 31 December 2021 | <u>55,134</u> |
| Net book value | |
| At 31 December 2021 | <u>3,196</u> |
| At 31 December 2020 | <u>4,261</u> |

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

7 Debtors and prepayments

| | 2021 £ | 2020 £ |
|-------------------------|--------------|---------------|
| Debtors and prepayments | - | 841 |
| Other debtors | 7,798 | 12,098 |
| | <u>7,798</u> | <u>12,939</u> |

8 Creditors and accruals

| | 2021 £ | 2020 £ |
|------------------------------|--------------|--------------|
| Accruals and other creditors | 3,303 | 5,461 |
| | <u>3,303</u> | <u>5,461</u> |

Charity Number: 1161406

Heaton Community Centre CIO
Financial Statements
For the year ended
31 December 2021

Heaton Community Centre CIO

Financial Statements

year ended 31 December 2021

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Heaton Community Centre CIO

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A Gosling
K Stewart Crossley
W Lang
J Bell

Charity Number

1161406

Registered Address

Trewhitt Road
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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 2021

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- (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 2021

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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

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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 9 May 2022.

A Gosling
Trustee

Independent Examiner's Report to the Trustees of

Heaton Community Centre CIO

Registered Charity Number 1141017

On accounts for year ended 31 December 2021

Set out on pages 4 to 8

Respective responsibilities of trustees and examiner

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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 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 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 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.

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

9 May 2022

Heaton Community Centre CIO

Statement of Financial Activities

for the year ended 31 December 2021

| | Note | Restricted Funds 2021 £ | Unrestricted Funds 2021 £ | Total Funds 2021 £ | Total Funds 2020 |
|--|------|----------------------------------|------------------------------------|-----------------------------|------------------------|
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| Incoming resources from charitable activities | | | | | |
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| Other income | 3 | - | 22,704 | 22,704 | 84,299 |
| Total incoming resources | | <u>-</u> | <u>210,795</u> | <u>210,795</u> | <u>209,569</u> |
| Charitable expenditure | | | | | |
| Group expenses | 4 | - | 183,528 | 183,528 | 168,215 |
| Centre expenses | 5 | - | 43,128 | 43,128 | 46,488 |
| Total resources expended | | <u>-</u> | <u>226,656</u> | <u>226,656</u> | <u>214,703</u> |
| Movement in total funds | | - | (15,861) | (15,861) | (5,134) |
| Total funds brought forwards | | - | 65,578 | 65,578 | 70,712 |
| Total funds carried forward | | <u>-</u> | <u>49,717</u> | <u>49,717</u> | <u>65,578</u> |

Heaton Community Centre CIO

Balance Sheet

as at 31 December 2021

| | Note | £ | 2021 £ | £ | 2020 £ |
|------------------------------|------|---------------|---------------|---------------|---------------|
| Tangible fixed assets | 6 | | 3,196 | | 4,261 |
| Current assets | | | | | |
| Debtors and prepayments | 7 | 7,798 | | 12,939 | |
| Bank deposit account | | 21,156 | | 23,956 | |
| Bank current account | | 20,870 | | 29,883 | |
| | | <u>49,824</u> | | <u>66,778</u> | |
| Current liabilities | | | | | |
| Creditors and accruals | | <u>3,303</u> | | <u>5,461</u> | |
| Net current assets | | | 46,521 | | 61,317 |
| Total net assets | | | <u>49,717</u> | | <u>65,578</u> |
| Financed by: | | | | | |
| Unrestricted funds: | | | | | |
| General reserve | | | <u>49,717</u> | | <u>65,578</u> |

Signed on behalf of the Trustees:

J Bell

C Gosling

9 May 2022

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2021

1 Accounting policies

a) Basis of accounting

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

| | |
|---------------|----------------------|
| Equipment | 25% reducing balance |
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2 Group income

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|-----------|----------------|----------------|
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| | <u>188,091</u> | <u>125,270</u> |

3 Other income

| | Restricted £ | Unrestricted £ | Total £ | 2019 |
|---------------|-----------------|-------------------|---------------|---------------|
| Rent received | - | 1,200 | 1,200 | 8,648 |
| Café | - | - | - | 324 |
| Subscriptions | - | - | - | - |
| Fundraising | - | 498 | 498 | 414 |
| Lettings | - | 12,447 | 12,447 | 10,951 |
| Covid grants | - | 8,256 | 8,256 | 63,732 |
| Sundry income | - | 303 | 303 | 230 |
| | <u>-</u> | <u>22,704</u> | <u>22,704</u> | <u>84,299</u> |

Heaton Community Centre CIO

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for the year ended 31 December 2021

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Heaton Community Centre CIO

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for the year ended 31 December 2021

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| At 31 December 2021 | <u>3,196</u> |
| At 31 December 2020 | <u>4,261</u> |

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7 Debtors and prepayments

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|-------------------------|--------------|---------------|
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| Other debtors | 7,798 | 12,098 |
| | <u>7,798</u> | <u>12,939</u> |

8 Creditors and accruals

| | 2021 £ | 2020 £ |
|------------------------------|--------------|--------------|
| Accruals and other creditors | 3,303 | 5,461 |
| | <u>3,303</u> | <u>5,461</u> |