



ANNUAL GENERAL MEETING
Monday 27th March 2023
8pm in the Social Club

HEATON COMMUNITY CENTRE CIO (1161406) AGM

HEATON cc SOCIAL CLUB (28098R) AGM

The bar will be closed during each meeting, however there will be a short break between meetings to replenish your glass

HEATON COMMUNITY CENTRE

Trewitt Road

Heaton,

Newcastle Upon Tyne, NE6 5DY

Tel: 0191 2766712

Email: heatoncc@hotmail.co.uk

Website: 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 for May 2018-2019

Andrew Gosling

Chris Gosling

Jim Bell

THERE ARE STILL VACANCIES FOR TRUSTEES please ask if you are interested.

HEATON COMMUNITY CENTRE SOCIAL CLUB LTD

Agenda as above

ACKNOWLEDGEMENT AND THANKS

The support and help of the following people is greatly appreciated in empowering us to provide a full range of services to the local community.

South Heaton Councillors

Caroline Collinson NCC

The Community Foundation

Asda Foundation

Street Games

Skills for Life (Heaton Complex)

All the groups of Heaton Community Centre, their leaders and volunteers.

Minutes of 2022 meeting

Chris welcomed those present. The Trustee Board agreed not to charge for membership again this year (2022) so that the Community Centre can get it's normal programme back fully after the Covid Epidemic.

Sue spoke about her Annual Report. Copies of AGM documents were made available for those members present. Will and Kim both resigned from the Trustee Board and we thank them for their involvement during the last year. We are pleased that the majority of Community Groups are now back up and running and thank them and their leaders for continuing to support HCC. We are actively looking for New Trustees to join the Board and will mentor and support any interested persons.

Proposed J. Bell Seconded C Gosling

ANNUAL GENERAL MEETING 2023

Information given in this report is mostly about the year ending December 2022 and just about everyone I have been speaking to is well aware of how prices for most things have increased in this last year, particularly utilities costs.

Heaton Community Centre costs have risen considerably and this has meant throughout the year we have been working with very low finances which has caused a great deal of worry. However we are still here and open with a busy Childcare setting and a good programme of groups. There is something for people of all ages and we have been making every effort to accommodate new groups who make contact with us. One of these groups is Scottish Dancing which is on a Tuesday evening.

Unfortunately we will have to increase our lettings fees to help cover our running costs. We have also restarted our membership system and ask that people become members to help confirm their support for the Centre in its ability to provide services to the local community.

We made a grant application to the Community Foundation and have received funding recently received funding from them to help towards our utility bills. We aim to look at other grant applications we can make to help cover all these increasing costs.

We have been lucky and have retained the majority of our staff, and I thank them for their commitment and support. They are experienced qualified childcare practitioners. Three staff will be returning to College this year to do Level 3 qualifications in Childcare. We also welcome our apprentice Amber.

I must also thank Emma Vicarage for taking on a lot of my work as I reduce my hours. Paul and Emma now manage most of the general operation of the Centre and are doing a really good job.

The Centre is a designated Warm Space until the end of March 2023.

As we are now coming to the end of the first quarter of 2023 our finances are starting to look better but still not great so we are asking everyone to be careful and turn off lights that are not needed. Close doors properly, clear up behind themselves and let's hope for warmer weather and lighter nights to help reducing costs.

Finally after asking for new Trustee Board Members to come forward I am pleased to welcome both Inga Lilly and Joan Ginks to the Trustee Board both of whom have been involved in the Centre for a number of years.

I hope you will join me in wishing for a more prosperous year than the past few

Sue Newton, MBE
Centre Manager

Matt went through the financial documents explain the obvious down trend in finances due to Covid. However HCC has managed and now needs to get back to normal.

Proposed J. Bell Seconded S. Newton

Minutes of Social Club meeting 2022.

First, thank you to our staff who came back to work after Covid once we were allowed to open the bar again and in particular thanks to Paul who worked throughout to ensure everything was safe and well maintained enabling us to re-open with no major problems. Paul aslso spent a lot of his time completing refurbishments and redecorating the bar and lounge. Which have received some really good compliments. Like many other bars we have had to change our opening sessions. We are now closed on Tuesday and Wednesday evenings but hope to revise this decision in the future.

As in previous years we have had to increase our prices following wholesale increases but we endeavour to keep prices affordable as much as we can.

We hope the local community will continue to support the bar and new people coming to join us.

Hope to see you all in the Centre.

Chris Gosling

BAR REPORT FOR 2022-23

Our bar has survived lock downs and is doing ok although wholesale prices for alcohol are going up yet again and leave us no choice but to pass this on and increase our price for drinks.

The Pool Table has been a good asset to the Lounge and brings in a little money to help with costs.

We now have Gail and Amber as bar staff with Paul as their Manager. Paul oversees the running of the bar and trouble shoots whenever there is a need. We hope to re-open Tuesday and Wednesday evenings for Summer and are currently advertising for another member of staff.

We have re-introduced Community Centre membership fees this year but not increased the fee which is still £3. It is important that we prove we have members to meet Charity regulations, the bar is meant to operate to help provide financial support to the Community Centre. However, this has been impossible to achieve during the last few years. Our hope is that people will see the importance of having a Community Centre and support us by becoming members.

**Sue Newton, MBE
Secretary.**

Charity Number: 1161406

Heaton Community Centre CIO
Financial Statements
For the year ended
31 December 2022

Heaton Community Centre CIO

Financial Statements

year ended 31 December 2022

| | |
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Heaton Community Centre CIO

Information

Year ended 31 December 2022

Trustees

The trustees who served during the year were

C Gosling
A Gosling
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 2022

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 making funding applications to carry out capital projects in the Centre.

Transactions and Financial Position

Although times have been difficult a small surplus has been recorded for the year and the trustees remain confident about the future.

Heaton Community Centre CIO

Annual report of the Trustees

for the year ended 31 December 2022

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 27 March 2023.

X A Gosling
Trustee

A M Gosling

Independent Examiner's Report to the Trustees of

Heaton Community Centre CIO

Registered Charity Number 1141017

On accounts for year ended 31 December 2022

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

27 March 2023

Heaton Community Centre CIO

Statement of Financial Activities

for the year ended 31 December 2022

| | Note | Restricted Funds 2022 £ | Unrestricted Funds 2022 £ | Total Funds 2022 £ | Total Funds 2021 |
|----------------------------------------------------------|------|----------------------------------|------------------------------------|-----------------------------|------------------------|
| Incoming resources | | | | | |
| Investment income | | - | | - | |
| Incoming resources from charitable activities | | | | | |
| Group income | 2 | - | 231,884 | 231,884 | 188,091 |
| Other income | 3 | - | 32,865 | 32,865 | 22,704 |
| Total incoming resources | | <u>-</u> | <u>264,749</u> | <u>264,749</u> | <u>210,795</u> |
| Charitable expenditure | | | | | |
| Group expenses | 4 | - | 200,013 | 200,013 | 183,528 |
| Centre expenses | 5 | - | 59,240 | 59,240 | 43,128 |
| Total resources expended | | <u>-</u> | <u>259,253</u> | <u>259,253</u> | <u>226,656</u> |
| Movement in total funds | | - | 5,497 | 5,497 | (15,861) |
| Total funds brought forwards | | - | 49,717 | 49,717 | 65,578 |
| Total funds carried forward | | <u>-</u> | <u>55,214</u> | <u>55,214</u> | <u>49,717</u> |

Heaton Community Centre CIO

Balance Sheet

as at 31 December 2022

| | Note | £ | 2022 £ | £ | 2021 £ |
|------------------------------|------|---------------|---------------|---------------|---------------|
| Tangible fixed assets | 6 | | 2,397 | | 3,196 |
| Current assets | | | | | |
| Debtors and prepayments | 7 | 2,887 | | 7,798 | |
| Bank deposit account | | 20,732 | | 21,156 | |
| Bank current account | | 33,247 | | 20,870 | |
| | | <u>56,866</u> | | <u>49,824</u> | |
| Current liabilities | | | | | |
| Creditors and accruals | | <u>4,049</u> | | <u>3,303</u> | |
| Net current assets | | | 52,817 | | 46,521 |
| Total net assets | | | <u>55,214</u> | | <u>49,717</u> |
| Financed by: | | | | | |
| Unrestricted funds: | | | | | |
| General reserve | | | <u>55,214</u> | | <u>49,717</u> |

Signed on behalf of the Trustees:

J Bell 

C Gosling 

27 March 2023

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2022

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

| | 2022 | 2021 |
|-----------|----------------|----------------|
| | £ | £ |
| Childcare | 231,884 | 188,091 |
| | <u>231,884</u> | <u>188,091</u> |

3 Other income

| | Restricted | Unrestricted | Total | 2021 |
|----------------|------------|---------------|---------------|---------------|
| | £ | £ | £ | |
| Rent received | - | 8,807 | 8,807 | 6,095 |
| College Income | - | 2,871 | 2,871 | - |
| Fundraising | - | 19 | 19 | 498 |
| Lettings | - | 20,815 | 20,815 | 7,552 |
| Covid grants | - | 96 | 96 | 8,256 |
| Sundry income | - | 257 | 257 | 303 |
| | <u>-</u> | <u>32,865</u> | <u>32,865</u> | <u>22,704</u> |

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2022

| 4 Group expenses | Restricted | Unrestricted | Total | 2021 |
|------------------|------------|--------------|---------|---------|
| | £ | £ | £ | |
| Childcare | - | 200,013 | 200,013 | 183,528 |
| | - | 200,013 | 200,013 | 183,528 |

The childcare expenses include wages costs.

| 5 Centre expenses | 2022 | 2021 |
|-----------------------------------|--------|--------|
| | £ | £ |
| Repairs renewals and redecoration | 1,672 | 1,632 |
| Equipment rental | 3,235 | 864 |
| Café expenditure | - | 992 |
| Light and heat | 31,050 | 20,347 |
| Rent and Rates | 4,200 | 794 |
| Printing, postage and stationery | 2,751 | 2,645 |
| Insurances | 3,351 | 3,482 |
| Accountancy fee | 1,230 | 1,200 |
| Bookkeeping | 1,458 | 1,458 |
| Donations outward | 12 | - |
| Licenses and affiliation fees | 927 | 927 |
| Cleaning | 1,696 | 1,884 |
| Depreciation | 799 | 1,065 |
| Telephone | 1,915 | 1,901 |
| Professional fees | 1,002 | 1,073 |
| Advertising | 495 | 495 |
| Bank charges | 1,720 | 902 |
| Software | 227 | - |
| Sundries | 1,500 | 1,467 |
| | 59,240 | 43,128 |

There was an average of 18 paid members of staff, receiving a total of £199,749

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 2022

6 Tangible fixed assets

| | Equipment £ |
|-----------------------|----------------|
| Cost | |
| Brought forwards | 58,330 |
| Additions | - |
| Disposals | - |
| At 31 December 2022 | <u>58,330</u> |
| Depreciation | |
| Brought Forwards | 55,134 |
| Charge for year | 799 |
| Disposals | - |
| At 31 December 2022 | <u>55,933</u> |
| Net book value | |
| At 31 December 2022 | <u>2,397</u> |
| At 31 December 2021 | <u>3,196</u> |

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

7 Debtors and prepayments

| | 2022 £ | 2021 £ |
|-------------------------|--------------|--------------|
| Debtors and prepayments | - | - |
| Other debtors | 2,887 | 7,798 |
| | <u>2,887</u> | <u>7,798</u> |

8 Creditors and accruals

| | 2022 £ | 2021 £ |
|------------------------------|--------------|--------------|
| Accruals and other creditors | 4,049 | 3,303 |
| | <u>4,049</u> | <u>3,303</u> |

