

HCC



Annual General Meeting

Heaton Community Centre

Trewitt Road, Heaton,
Newcastle Upon Tyne
NE6 5DY

Monday 20th May 2024 @7pm

Heaton Community Centre CIO 1161406 AGM

HCC Social Club 28098R AGM



Email: Heatncc@hotmail.co.uk

Website: www.heatoncc.org.uk

The meeting will start at 7pm, or as soon as there are 10 members.

There will be 2 meetings:

Heaton Community Centre

- ◆ Welcome
- ◆ Minutes of the last AGM (To be agreed, proposed & seconded)
- ◆ Annual Report
- ◆ Accounts (To be agreed, proposed & seconded)
- ◆ Appointment of reporting examiners (To be agreed, proposed & seconded)
- ◆ The Board of Trustees for May 2024-2025

Christine Gosling

Andrew Gosling

James Bell

Joan Ginks

Heaton Community Centre Social Club Ltd

- ◆ Welcome
- ◆ Minutes of the last AGM (To be agreed, proposed & seconded)
- ◆ Annual Report
- ◆ Accounts (To be agreed, proposed & seconded)
- ◆ Appointment of reporting examiners (To be agreed, proposed & seconded)
- ◆ The Board of Trustees for May 2024-2025

Christine Gosling

Andrew Gosling

James Bell

Joan Ginks

Acknowledgement & Thanks

We would like to thank the following people for all their support and help over 2023. Without this support we would not be able to provide the range of services and activities.

- ◆ The Community Foundation
- ◆ Street Games
- ◆ Newcastle City Council Wellbeing Hub Funding
- ◆ Skills For Life
- ◆ Newcastle City Learning
- ◆ Our community groups, their leaders and volunteers

HCC Meeting Minutes 2023

Chris welcomed those present. Sue spoke about her annual report.

Copies of the AGM documents were made available to those present.

Welcomed Joan Ginks and Inga Lilly to the Trustee Board

Matt went through the financial documents.

Proposed **Paul Gosling** Seconded **Sue Newton**



t 2024

Heaton Community Centre
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Heaton
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NE6 5DY
Registered Charity: 1161406
Tel: 0191. 2766712
Email: heatoncc@hotmail.co.uk
Website: www.heatoncc.org.uk

~~NE. Jan DEC 2023~~

Hi, I'm Emma Vicarage: Centre manager, in July 2023 Sue Newton our Centre manager retired after being involved in the community centre for over 37 years and I would like to take the time to thank her for all her years of hard work.

2023 included a lot of challenges with the change of management and staffing and ever rising utility and employment costs. However, we were able to secure a £10,000 bid towards core costs from Community Foundation early in the year which has helped us immensely.

Although sustainability is an ongoing challenge and increased room hire costs have affected some of the community groups, we have been able to maintain a busy programme and welcomed 3 new groups. We have seen a massive 64% increase of users accessing services here at the community centre. I'd like to thank the group leaders for their continued efforts, without them we wouldn't have such a busy and thriving community centre.

Over the year we have had extra help from our partners Northeast Action for Children Parents and Inclusion (NAPI), who now run Baby Borrowers on a Monday afternoon as well as Little Borrowers on a Wednesday afternoon.

Our Childcare is the busiest it has ever been, with a waiting list of families looking for spaces. Our staff team have been working hard supporting a diverse range of families and children and I would like to thank them for their dedication. Feedback from other services such as the Newcastle City Council Early Years team and the Special Educational Needs and Disability Outreach Service has been very positive in regards to the team and setting. We currently have 3 staff studying level 5, 3 studying level 3 and our apprentice Amber finished her level 2 towards the end of the year.

In December 2023 we also took on a level 3 Business Admin Apprentice to help with the day-to-day enquiries, emails and to support myself and the team.

Overall, the Community Centre is busy and well used, by a range of different community groups and people. But sustainability and funding are priorities to ensure that we can continue to provide these opportunities.

We aim to continue developing and building the programme of activities on offer here at the community centre whilst trying to maintain fair pricing.

Emma Vicarage
Centre Manager

HCC Social Club Meeting Minutes 2023

Sue Newton spoke about her secretary report for the social club.

Utility costs and price increases were outlined.

Membership is low and needs encouraging.

Matt went through the Social Club financial documents.

Proposed **Jim Bell** Seconded **Chris Gosling**



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Report 2024

RE. JAN-DEC 2023

The bar is continuing to grow it's footfall this year which is encouraging after a slowing after Covid.

After Sue retired in July, I have now taken over the running of the bar and sat my personal licence exam to replace Sue as the DPS (designated premises supervisor).

The wholesale costs from the brewery as well as our cellar gas supplier have risen by nearly 10 percent, meaning that we've had to increase our prices in addition to keeping them competitive.

We still have Gail and Amber employed as our bar staff and myself to cover holidays and sickness.

Our pool and snooker tables are doing well and getting new people to use them as well as the bar itself.

Membership is low at the moment but we look to encourage more new members and promote the community asset we have.

Paul Gosling

Bar Manager

Signed copy

Charity Number: 1161406

Heaton Community Centre CIO
Financial Statements
For the year ended
31 December 2023

Heaton Community Centre CIO

Financial Statements

year ended 31 December 2023

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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 2023

Trustees

The trustees who served during the year were

C Gosling
A Gosling
J Ginks
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 2023

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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 2023

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 20 May 2024.


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 2023

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

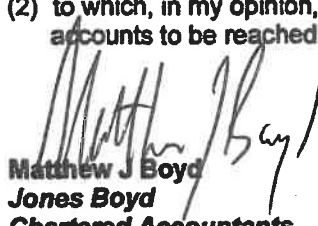
In connection with my examination, no matter has come to my attention:

(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

20 May 2024

Heaton Community Centre CIO

Statement of Financial Activities

for the year ended 31 December 2023

	Note	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022
Incoming resources					
Investment income		-	199	199	-
Incoming resources from charitable activities					
Group income	2	-	231,986	231,986	231,884
Other income	3	-	61,480	61,480	32,865
Total incoming resources		-	293,665	293,665	264,749
Charitable expenditure					
Group expenses	4	-	204,416	204,416	200,013
Centre expenses	5	-	79,711	79,711	59,240
Total resources expended		-	284,128	284,128	259,253
Movement in total funds		-	9,538	9,538	5,497
Total funds brought forwards		-	55,214	55,214	49,717
Total funds carried forward		-	64,752	64,752	55,214

Heaton Community Centre CIO

Balance Sheet

as at 31 December 2023

	Note	2023	2022
		£	£
Tangible fixed assets	6	1,798	2,397
Current assets			
Debtors and prepayments	7	8,397	2,887
Bank deposit account		21,173	20,732
Bank current account		48,919	33,247
		<u>78,489</u>	<u>56,866</u>
Current liabilities			
Creditors and accruals		<u>15,535</u>	<u>4,049</u>
Net current assets		62,954	52,817
Total net assets		<u>64,752</u>	<u>55,214</u>
Financed by:			
Unrestricted funds:			
General reserve		<u>64,752</u>	<u>55,214</u>

Signed on behalf of the Trustees:

J Bell

C Gosling

20 May 2024

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2023

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

	2023	2022
	£	£
Childcare	231,986	231,884
	<u>231,986</u>	<u>231,884</u>

3 Other income

	Restricted	Unrestricted	Total	2022
	£	£	£	
Rent received	-	25,839	25,839	8,807
College Income	-	-	-	2,871
Donations and legacies	-	10,059	10,059	-
Fundraising	-	1,361	1,361	19
Lettings	-	24,221	24,221	20,815
Covid grants	-	-	-	96
Sundry income	-	-	-	257
	<u>-</u>	<u>61,480</u>	<u>61,480</u>	<u>32,865</u>

Heaton Community Centre CIO

Notes to the Financial Statements

for the year ended 31 December 2023

4 Group expenses	Restricted	Unrestricted	Total	2022
	£	£	£	
Childcare	-	204,416	204,416	200,013
	-	204,416	204,416	200,013

The childcare expenses include wages costs.

5 Centre expenses	2023	2022
	£	£
Repairs renewals and redecoration	2,014	1,672
Equipment rental	730	3,235
Travel Expenses	448	-
Light and heat	47,058	31,050
Rent and Rates	5,158	4,200
Printing, postage and stationery	3,208	2,751
Insurances	3,495	3,351
Accountancy fee	1,008	1,230
Bookkeeping	1,458	1,458
Donations outward	-	12
Licenses and affiliation fees	70	927
Cleaning	2,608	1,696
Depreciation	599	799
Telephone	1,843	1,915
Training and course fees	1,020	-
Professional fees	362	1,002
Advertising	513	495
Bank charges	1,498	1,720
Software	2,771	227
Sundries	3,850	1,500
	79,711	59,240

There was an average of 18 paid members of staff, receiving a total of £200,297
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 2023

6 Tangible fixed assets

	Equipment £
Cost	
Brought forwards	58,330
Additions	-
Disposals	-
At 31 December 2023	<u>58,330</u>
Depreciation	
Brought Forwards	55,933
Charge for year	599
Disposals	-
At 31 December 2023	<u>56,532</u>
Net book value	
At 31 December 2023	<u>1,798</u>
At 31 December 2022	<u>2,397</u>

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

7 Debtors and prepayments

	2023 £	2022 £
Debtors and prepayments	-	-
Other debtors	8,397	2,887
	<u>8,397</u>	<u>2,887</u>

8 Creditors and accruals

	2023 £	2022 £
Accruals and other creditors	15,535	4,049
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Signed copy

Charity Number: 1161406

Heaton Community Centre CIO
Financial Statements
For the year ended
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Heaton Community Centre CIO

Financial Statements

year ended 31 December 2023

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for the year ended 31 December 2023

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Future developments

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for the year ended 31 December 2023

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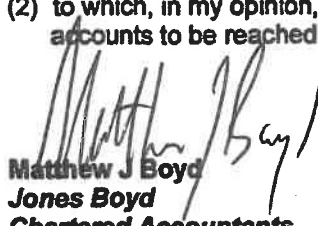
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Heaton Community Centre CIO

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J Bell

C Gosling

20 May 2024

Heaton Community Centre CIO

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Heaton Community Centre CIO

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Heaton Community Centre CIO

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for the year ended 31 December 2023

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