

Networking in East Oldham Neighbourhoods (NEON)

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees for the purposes of charity law, present their annual report and the unaudited financial statements of the charity for the year ended 31 March 2020.

Structure, governance and Management

Governing document

Networking in East Oldham Neighbourhoods is constituted as a charitable trust registered with the Charity Commission in July 2015 under charity number 1162667.

Organisational Structure

The charity trustees are responsible for the general control and management of the charity. The trustees are volunteers and receive no remuneration or other financial benefit.

The trustees meet together as a body monthly and are responsible for all decisions taken in relation to the smooth running of the charity and the management of the community centre known as the NEON Community Hub. A key part of achieving the objectives of the charity depends on working in partnership and several trustees have roles that include the following:

- Meeting with a range of partners on future projects to benefit the community
- Organising joint community events at the Community Hub
- Submitting appropriate funding applications
- Liaison with partners providing current activities in the Community Hub
- Day to day management of the Community Hub
- Maintaining and updating all policy documents
- Financial management
- Negotiating a long- term building lease agreement with the Local Authority for the Community Hub

These trustees provide regular reports and updates to the monthly trustees meetings and take guidance from all of the members.

Recruitment and appointment of trustees

The existing trustees are responsible for the recruitment of new trustees, but will involve professional support from partners when appropriate. This is to ensure a proper process is followed and all volunteers for a trustee position is treated equally and the appropriate criteria are used for selecting new trustees. The process includes invitations to trustee meetings as observers, visits to the Community Hub and discussion about the aims and objectives of the charity.

Induction and training of Trustees

Trustees have, in the last year, taken part in several training events. These training events included business planning for new trustees and future funding strategy led by an external consultant.

The trustees monitored the short and medium term plan to meet the aims and objectives set out in the constitution, and had revised sessions on mental health awareness, first aid and

safe guarding procedures. Further sessions were held for new and existing trustees on the scope of their responsibilities under the Charities Act.

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TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2020

Risk Management

The trustees continue to assess the risks faced by the charity through its business planning process, including financial management and current and future revenue income. The risk register includes identifying the risk, its likely impact and how to minimise this impact on the charity. In addition the charity has public liability insurance cover, which is renewed annually and regular checks take place to comply with the safe running of the community hub. Appropriate Disclosure and Barring checks are made for all those working with children or other vulnerable groups within the Community Hub.

Objectives and Activities

The charity aims to:

Further or benefit the residents of East Oldham and the surrounding neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinion by associating together the said residents 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, leisure time, occupation with the objective of improving the conditions of life for the residents.

These objectives reflect the nature of the East Oldham and surrounding neighbourhoods in terms of social and economic deprivation, which in turn means many local residents suffer from both physical and mental health problems and lack the financial means to take up activities and learning opportunities by themselves.

Strategies

The trustees continue to insist on an open door and friendly approach to anybody who visits the Community Hub. Working with a range of partners to provide activities and advice that local residents want and need. Every Wednesday for example the Citizens Advice Bureaux provide an advice surgery. There is also a weekly healthy eating cooking class, funded by Big Local.

The Men's Club is flourishing with a number of new members enjoying a range of activities.

Our partnership with Big Local, now run managed entirely by residents, continues to fund several projects, including the healthy eating classes and Knit and Chat. They also provide support at a weekly 'brunch session', which remains highly popular and provides a vital contact point for many local isolated residents.

NEON has also become a distribution outlet for "That Bread and Butter Thing", a charitable organisation providing access to weekly food parcels at a reduced cost. Beneficiaries of this

service reach numbers in excess of 70 per week. This is delivered each Saturday by a team of our volunteers

The Community Hub also provides space for organisations to meet and for local businesses to operate from. These can range of Weight Watchers, Training Services a local Theatre Group “Spotlight” celebration events. This provides a source of revenue that ensures the trustees can continue to deliver other activities free of charge for local residents.

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Future Plans

The trustees remain committed to consolidating the Community Hub’s presence so local residents see it as a place that is both relevant and useful to improving the quality of their lives. A management agreement has been signed giving NEON a 30 year lease on Holt Street

- Expand our relationship and partnerships that promote health and wellbeing activities, and in particular Mental Health Support
- Obtain funding to refurbish Hub facilities and increase our rental space
- Increasing the capacity of the trustees through new members and further training such as First Aid, Food Hygiene and Mental Health first aid
- We remain committed to securing long term funding to employ a staff member to reduce the time spent by trustees on day to day management of the Community Hub
- Increase our volunteer base, and provide suitable and appropriate training and support
- Promote the work of the trustees through continual use of social media, including a web site.
- Remain committed to securing funding for longer term projects that both involve and benefit local residents in the planning and provision of activities.

Impact of Covid-19

COVID still has an impact on NEON, which has necessitate some cutbacks and reappraisal of our long term plans. We have seen the return to some of our paid users, but it still remains significantly lower than we had previously enjoyed and benefited from. We are striving to return to, and expand our services and activities, where that is possible, but the landscape in funding becoming saturated with requests it has been much harder to get the required type of funding and investment. We can only strive to achieve what we can

Financial Review

NEON continues to manage its finances in a diligently, with a keen eye on both its income and expenditure.

With our income general split from two sources, room hire and grant awards, we are keen to maximise these streams, to both maintain our presence and to expand our range of activities, with a further drive to improve our premises to attract new business, and generally improve the appearance of the building.

NEON operates a reserve policy, with funds set aside to address any shortfall in regular income, and to maintain financial stability.

Networking in East Oldham Neighbourhoods (NEON)

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2020

Statement of Trustees' Responsibilities

The Charity Trustees are responsible for preparing an annual report and financial statement in accordance with applicable law and the UK Accounting Standards (UK Generally accepted accounting practice)

The Law applicable to charities in England and Wales requires charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and the use of these by the charity for that period. In preparing the financial statement the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles set out in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State that applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statement
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and therefore for taking reasonable steps to prevent fraud and other irregularities.

The trustees have regard to the guidance issued by the Charity Commission on public benefit, and discuss this at our trustees meetings where we plan and make decisions for the carrying out of our activities to which the guidance is relevant.

Approved by the trustees on09/12/21..... and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'David Wilkinson', is written over a light grey rectangular background.

.....
David Wilkinson (Chair)

**Networking in East Oldham Neighbourhoods
(NEON)
(A Charitable Incorporated Organisation)
TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
For The Year Ended 31 March 2021**

Networking in East Oldham Neighbourhoods (NEON)

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Networking in East Oldham Neighbourhoods (NEON)

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

Organisation Name	Networking in East Oldham Neighbourhoods (NEON)
Charity Number	1162667
Registered Office	Neon Hub Holt Street Greenacres Oldham OL4 2DQ
Trustees	L. Whitby J. Connor J. Thorpe C. Lawson D. Wilkinson K. Taylor-Bradley W. Needham A. Stanton
Accountants	Community Accounting Lancashire C.I.C. Foxfields 9 Norley Close Chadderton Oldham OL1 2RA
Bankers	Virgin Money (Yorkshire Bank) 47 Market Place Oldham Lancashire OL1 3AB

Networking in East Oldham Neighbourhoods (NEON)

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The trustees have regard to the guidance issued by the Charity Commission on public benefit, and discuss this at our trustees meetings where we plan and make decisions for the carrying out of our activities to which the guidance is relevant.

Approved by the trustees on the 10th of December 2021 and signed on their behalf by:



David Wilkinson (Chair)

Networking in East Oldham Neighbourhoods (NEON)

REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF NETWORKING IN EAST OLDHAM NEIGHBOURHOODS (NEON)

FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts for the year ended 31 March 2021 as set out on pages 8 to 11.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider an audit is not required for this year under section 144 of the 2011 Act, and that an independent examination is needed.

It is my responsibility as independent examiner to:

- ~ examine the accounts under section 145 of the 2011 Act
- ~ follow the applicable Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, and
- ~ to state whether particular matters have come to my attention

Basis of Independent Examiners Report

My examination was carried out in accordance with the 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 I do not express an audit opinion on the accounts.

Independent Examiners Statement

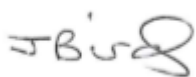
I have completed my examination for the year ended 31 March 2020 and identified some matters of concern.

In connection with my examination it has come to my attention that during the course of the financial year accounting records have not been kept accurately, in that a number of entries on a new accounting system were not correctly entered and reconciled (for the first 2 years of using the system).

This has now been resolved and training has taken place on the new system. As such I have no further concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

I can confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- ~ accounting records were not kept in accordance with section 130 of the 2011 Act or
- ~ the accounts do not accord with the accounting records to comply with the accounting requirements of the 2011 Act



11th December 2021

Miss Jacqueline Bird F.M.A.A.T.

Community Accounting Lancashire C.I.C.

Foxfields

9 Norley Close

Chadderton

Oldham

OL1 2RA

Networking in East Oldham Neighbourhoods (NEON)

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021	2021	2021	2020
	Notes	£	£	£	£
RECEIPTS					
Grants	2	15,450	-	15,450	24,578
Donations	3	2,373	-	2,373	1,040
Life Long Learning		-	-	-	1,750
Room Hire		6,136	-	6,136	9,002
Cooking Ingredients		-	-	-	228
Sundries		-	-	-	14
Interest Received		3	-	3	15
TOTAL RECEIPTS		23,962	-	23,962	36,627
PAYMENTS					
Charitable Donations	4	1,619	-	1,619	250
Men's Group		764	-	764	1,021
Double Exposure Camera Club		-	-	-	-
Sessional Worker		-	-	-	2,650
Cooking Classes Ingredients		2,719	-	2,719	793
Coffee Machine		791	-	791	1,491
Kitchen Equipment		-	-	-	247
Craft Materials & Equipment		-	-	-	32
Fish Tank		335	-	335	1,730
Computer Equipment		595	-	595	1,200
IT Software & Consumables		812	-	812	856
Furniture, Fixtures & Fittings		-	-	-	8
Office Equipment		14	-	14	1,468
Photocopier Costs		296	-	296	444
Printing & Stationery		60	-	60	700
Postage & Courier Costs		3	-	3	-
Utilities (Power, Heating & Water)		2,360	-	2,360	4,303
Insurance		313	-	313	313
Repairs, Maintenance & Refurbishment	5	9,893	-	9,893	3,621
Advertising & Marketing		914	-	914	151
Telephone & Internet		957	-	957	1,437
Cleaning Costs		1,559	-	1,559	1,551
Training		-	-	-	22
Uniforms		-	-	-	52
Volunteer Expenses		1,555	-	1,555	1,251
Travel Costs		1,303	-	1,303	1,231
Subscriptions & Licences		1,624	-	1,624	950
Consultancy & Professional Fees		-	-	-	11,657
Accountancy Fees		-	-	-	352
Covid-19 Costs		441	-	441	16
Bank & Paypal Charges		-	-	-	10
Miscellaneous		3,419	-	3,419	58
TOTAL PAYMENTS		32,346	-	32,346	39,865
Net of receipts/(payments)		(8,384)	-	(8,384)	(3,238)
Cash funds at 31 March 2020		21,292	-	24,530	24,530
Cash funds at 31 March 2021	6	12,908	-	12,908	21,292

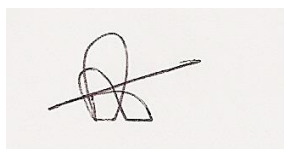
Networking in East Oldham Neighbourhoods (NEON)

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
CASH FUNDS				
Bank (Current)	7,876	-	7,876	15,764
Bank (Deposit)	5,032	-	5,032	5,029
Petty Cash	-	-	-	499
	<u>12,908</u>	<u>-</u>	<u>12,908</u>	<u>21,292</u>
 LIABILITIES				
Fee for Independent Examination			560	560
Additional Accounts Work Completed			-	500
			<u>560</u>	<u>1,060</u>

The financial statements were approved by the Board of Trustees on the 10th of December 2021 and signed on their behalf by:



David Wilkinson (Chair)

Networking in East Oldham Neighbourhoods (NEON)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. Receipts and payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context “cash” includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2. Grants Received

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Acts 435	760	-	760	-
OMBC Doorstop Testing	500	-	500	-
Forever Manchester	1,533	-	1,533	-
National Lottery	10,000	-	10,000	9,960
Action Together	2,180	-	2,180	4,350
Action Together (Oldham Big Local)	-	-	-	6,173
Action Together (Activity Grant)	-	-	-	2,895
Action Together (Sessional Worker)	-	-	-	1,200
Adobe (Double Exposure Camera Club)	477	-	477	-
	<u>15,450</u>	<u>-</u>	<u>15,450</u>	<u>24,578</u>

3. Donations Received

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Fairshare	2,373	-	2,373	-
Project Dirt (Photography)	-	-	-	200
Men's Group	-	-	-	-
General Donations	-	-	-	840
	<u>2,373</u>	<u>-</u>	<u>2,373</u>	<u>1,040</u>

4. Donations Made

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Acts 435	390	-	390	-
Greenacre Community Centre	1,229	-	1,229	-
Spotlight Theatre Group	-	-	-	250
	<u>1,619</u>	<u>-</u>	<u>1,619</u>	<u>250</u>

Networking in East Oldham Neighbourhoods (NEON)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

5. Repairs, Maintenance & Refurbishment

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Loft Conversion	3,300	-	3,300	-
Lighting Upgrade	1,805	-	1,805	-
Unity Services IT Technical Works	4,500	-	4,500	-
Office Extension & Works	-	-	-	1,011
General Repairs & Maintenance	288	-	288	2,610
	<u>9,893</u>	<u>-</u>	<u>9,893</u>	<u>3,621</u>

6. Fund Analysis

Fund Name	Balance as at 1 April 2020 £	Receipts £	Payments £	Transfers £	Balance as at 31 March 2021 £
Unrestricted Funds					
General Funds	21,292	23,962	(32,346)	-	12,908
Restricted Funds	-	-	-	-	-
TOTAL FUNDS	<u>21,292</u>	<u>23,962</u>	<u>(32,346)</u>	<u>-</u>	<u>12,908</u>