

**Whitley Bay Big Local**

**Trustees' Report and Unaudited Accounts  
for the year ended 31st March 2023**

**Company No. CE010450**

**Charity No. 1171848**



## **Whitley Bay Big Local**

### **Contents**

- 1. Legal and Administrative Information**
- 2. Trustees' Report**
- 3. Independent Examiner's Report**
- 4. Statement of Financial Activities**
- 5. Balance Sheet**
- 6. Notes to the Accounts**



## Whitley Bay Big Local

### Legal and Administrative Information

#### Trustees:

Jessica Burns	
Daniel Crowe	
Helen Frankenber	
Dimitrios Farmakis	Resigned 1st September 2022
Suzanne Halliwell	Resigned 12th November 2022
Marie-Louise O'Hanrahan	
Aime Hetherington	
Deborah Krazar	
Chris Wild	Appointed 1st April 2022
Paul Haggie	Appointed 1st November 2022

#### Contact Address:

158 Whitley Road  
Whitley Bay  
Tyne and Wear  
NE26 2LY

#### Independent Examiner:

P. S. Hutchinson BSc FCA  
Harrison Hutchinson Ltd  
246 Park View  
Whitley Bay  
NE26 3QX



## Whitley Bay Big Local

### Trustees' Report

for the year ended 31st March 2023

#### Structure, governance and management

The charity is constituted as a Charitable Incorporated Organisation registered with the Charity Commission under Registered Charity No.1171848.

The trustees are responsible for the management and administration of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

We welcomed two new resident trustees to the board. Two board members resigned so the charity ended the year with a board of eight trustees, six of whom are residents of our direct catchment area.

#### Objectives and activities

The objects of the charity are:

"To promote for the benefit of the inhabitants of the community of Whitley Bay and, in particular, those inhabitants in need of relief from financial hardship due to their social and/or economic circumstances by associating together the said inhabitants, and the statutory authorities, voluntary and other organisations in a common effort to improve facilities and service provision in the interest of social welfare, community cohesion and improving conditions and life chances for local residents."

The activities of the charity are:

Whitley Bay Big Local is a community-led initiative to enable all who live or work in the Whitley Bay Town Centre area to get together to improve the community and make the town a place to be proud of.

The charity was established as a result of the Big Local Programme, which has supported Whitley Bay Big Local since 2012. Whitley Bay is one of 150 community-led groups throughout England and Wales who were granted £1 million to be spent over 10 years as part of the Big Local funding programme. The grant is overseen by a national body called Local Trust and used to support people living in a targeted geographical community to identify issues of concern, propose solutions and resource those ideas.

The overall national programme 'outcomes' that we are working towards are:

- Communities will be better able to identify local needs and take action in response to them
- People will have increased skills and confidence, so that they continue to identify and respond to needs in the future
- The community will make a difference to the needs it prioritises
- People will feel that their area is an even better place to live.

Our work focused on two key 'themes' in 2022/2023

- Environment & Sustainability- helping to improve how Whitley Bay looks for residents and visitors, and reducing our impact on the world around us through sustainable business practices
- Health and wellbeing – providing activities and support to local people in Whitley Bay.





## Whitley Bay Big Local

### Trustees' Report (cont'd)

for the year ended 31st March 2023

#### Achievements and performance for the year ended 31st March 2023

Work began this year on the physical transformation of the building from 'former Job Centre' to 'community eco-hub'. The first phase of works was to replace the felt roof, which had reached the end of its life. We took the opportunity to replace the roof with modern insulation and a recyclable plastic top layer. This gives us the ability to plant out the rooftop at some point in the future. We have now added a 23KWp solar array to the roof, which will generate electricity to be used in the building and exported to the grid. The ongoing refurbishment project has been significantly impacted by price inflation, but we have been able to secure additional capital revenue, most notably £50,000 from Biffa Award (part of the Landfill Communities Fund).

The ground floor of the building has been stripped out ready for full refurbishment into a community café, meeting space and venue. Work is expected to complete in July 2023.

Despite the disruption caused by the building works (which has been very significant at times) we managed to continue to offer services to local people and attract new funding for additional grants. We are delivering Home Energy Advice through a network of community organisations around North Tyneside with funding secured from the Energy Redress Fund. We also received substantial funding from Social Investment Business (SIB) under the Enterprise Development Programme. The purpose of this grant is to identify and develop trading opportunities for Whitley Bay Big Local and help it to be sustainable.

We have moved into the penultimate year of our delivery of the Big Local Programme. As planned, the income from this programme has paraded down to eke out support for a further 2 years. This means that we have had to reduce the amount of free activities and support and find new ways of working. However, we have still provided many activities under two broad themes – Health & Wellbeing and Environment and Sustainability.

#### Environment and sustainability

Under the guidance of a new Tidy Town Worker we have taken on new major projects including the Plantation and edible gardens in and around Whitley Bay Metro Station. We have also provided affordable gardening services to all and a subsidised scheme for vulnerable people.

Having highlighted priorities in last year's Lottery funded 'Environmental Action Plan', this year we have taken the time to deliver. We have established an infrastructure network, which is attended by stakeholders in local environmental activities. We have also created an online notice board which allows people to post activities and share with all local people.

We have continued to offer Small Sparks funding to facilitate good ideas that benefit the environment, as well as community funding for large projects. This has funded initiatives such as bat boxes in Whitley Park and the makeover of a community garden.

We have received support from Going Green Together to better understand our carbon footprint and are working towards accreditation under the Investors in the Environment scheme.



## Whitley Bay Big Local

### Trustees' Report (cont'd)

for the year ended 31st March 2023

#### Health and Wellbeing:

In January, we completed the Spirit of 2012 funded 'Bay Create' project. This was an inter-generational project delivered in partnership with Barnardo's. The aim of this project was to bring people together to celebrate their differences and to create a lasting legacy of artwork that draws on people's experiences of Whitley Bay. The installations were installed around the Town and can now be seen in the newly refurbished hub.

We have continued our core offer of drop-in support on Thursday and Friday mornings. Sessions are attended by between 25 and 40 local residents, most of whom have support needs caused by loneliness or other mental health challenges. Throughout the winter we took part in the warm welcome programme, giving people a warm space to come together, eat a healthy meal and take part in activities. We received a small amount of funding for these groups, so to make them possible we rely on the support of volunteers, for which we are incredibly grateful. During drop in groups we offer activities such as sewing support and knitting groups. We have a regular benefits advisor who attends each week and have also welcomed external organisations to offer specialist advice such as Shelter who offer a regular housing advice service and Healthwatch.

Throughout the year we expanded and improved our 'social supermarket'. In the year we have increased the number of supermarkets that we collect food from as well as receiving and donating surplus food from Fareshare. The social supermarket is now open four days per week. Every day, a volunteer collects from each supermarket and other volunteers supervise the pantry. This adds up to in excess of 20 hours volunteering each week to ensure we can get food to people in need that would otherwise have been wasted.

#### Future Plans-2023/24 and beyond

##### Developing a 'Community Eco-Hub'

Work is well underway on developing the building as a sustainable community hub. In the first few months of 2023/24 the refurbishment project will be complete (for now) allowing us to open our doors to a much broader section of the community. Our vision is of a community hub that connects local people and encourages them to take part in activities or volunteer in support of disadvantaged people. We want to inform and inspire people to take action to improve their local environment.

##### Big Local programme – closure

As we approach the end of the ten year Big Local programme we are encouraged to consider what the legacy will be for our communities. For some Big Locals, this will be the end of the road and their legacy will be the impact of their support over the last ten years. Others, like ourselves will choose to continue. As we close out, we will need to find ways to replace the lost income from the Big Local programme, whilst continuing to support people in need. Finding the right balance of trading and community support will ensure Whitley Bay Big Local is here for many years to come.

##### Trading and Enterprise

The completion of the refurbishment works will allow opportunities for trading to generate income. We have developed a trading plan which sets out expectations and plans to increase income through a new cafe enterprise and additional room hire income. We believe that the cafe/garden and room hire combination is unique in the local area and will result in significantly increased footfall at the new hub.



**Whitley Bay Big Local****Trustees' Report (cont'd)****for the year ended 31st March 2023****Financial review:**

The year saw total income of £252,795 and expenditure of £243,802 realising a small surplus of £8,993. Total funds carried forward were £605,648, of which £98,548 can be considered unrestricted free reserves. Free reserves are equivalent to 4.6 months total expenditure, which is near to the middle of the ideal reserves level of between 3-6 months. A further £50,000 continues to be designated to meet the expected costs of the refurbishment.

Income and expenditure is balanced, with expenditure on capital refurbishment being matched by new capital grants received. There continues to be a sizeable sum on the balance sheet in the form of restricted current assets that relate to funds held for the refurbishment of the ground floor.

Trustees are satisfied with the current financial position and believe Whitley Bay Big Local has a solid financial underpinning to achieve its objectives.



## Whitley Bay Big Local

### Trustees' report (cont'd)

for the year ended 31st March 2023

#### Reserves policy:

The trustees aim to maintain unrestricted 'free' reserves at a level of between 3-6 months total expenditure to account for unanticipated losses of income. At 31 March 2023 the free reserves (excluding designated funds) were £98,548, equivalent to 4.6 months total expenditure. The trustees are satisfied that reserves are at an appropriate level and there is a small amount of leeway to account for unanticipated increases in building costs.

#### Investment policy:

The charity has no long-term investments. All cash assets are held in a Lloyds instant access current account or an interest bearing savings account held at Triodos Bank.

#### Statement of trustees' responsibilities

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the 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 application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 1. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Approved by the trustees on 11<sup>th</sup> November 2023 and signed on their behalf by



Deborah Frazer  
Trustee





**Whitley Bay Big Local**

**Independent Examiner's Report to the Trustees of**

**Whitley Bay Big Local**

**for the year ended 31st March 2023**

I report on the accounts of the charity for the year ended 31st March 2023 which are set out on pages 4 to 6.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees, as a body, for my work or for this report.

**Respective responsibilities of the trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 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 General 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 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 no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention:

1. which gives 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 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.

**P. S. Hutchinson BSc FCA**

**Chartered Accountant**

**246 Park View**

**Whitley Bay**

**Tyne & Wear**

**NE26 3QX**



## Whitley Bay Big Local

## Statement of financial activities

for the year ended 31st March 2023

	Notes	<u>Restricted</u>	<u>Unrestricted</u>	<u>Totals</u> 2023	<u>Totals</u> 2022
		£	£	£	£
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	215,277	9,716	224,993	668,376
Activities for generating funds	3	-	-	-	-
Investment income		-	267	267	-
<b>Other incoming resources</b>	4	-	27,535	27,535	23,536
<b>Total incoming resources</b>		<u>215,277</u>	<u>37,518</u>	<u>252,795</u>	<u>691,912</u>
<b>Resources expended</b>					
<b>Costs of generating funds</b>					
Grants and awards		-	-	-	-
Community activities	5	5,322	8,665	13,987	42,408
<b>Charitable activities</b>					
Donations	6	-	-	-	-
Charitable activities	7	146,823	1,150	147,973	165,023
<b>Governance and support costs</b>	8	107,572	(25,730)	81,842	70,915
<b>Total resources expended</b>		<u>259,717</u>	<u>(15,915)</u>	<u>243,802</u>	<u>278,346</u>
<b>Net incoming/(outgoing) resources</b>		<u>(44,440)</u>	<u>53,433</u>	<u>8,993</u>	<u>413,566</u>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		<u>501,429</u>	<u>95,226</u>	<u>596,655</u>	<u>183,089</u>
<b>Total funds carried forward</b>		<u>456,989</u>	<u>148,659</u>	<u>605,648</u>	<u>596,655</u>

The notes on pages 6a to 6e form an integral part of these financial statements



## Whitley Bay Big Local

## Balance sheet

As at 31st March 2023

	Notes	2023	2022
		£	£
<b>Fixed assets</b>	<b>9</b>		
		513,643	342,930
<b>Current assets</b>			
<b>Debtors</b>	<b>10</b>	3,079	302,739
Cash at bank and in hand		261,576	133,993
		<u>264,655</u>	<u>436,732</u>
<b>Creditors: amounts falling due within one year</b>	<b>11</b>	<u>(8,025)</u>	<u>(9,576)</u>
<b>Net current assets</b>		256,630	427,156
<b>Creditors: amounts falling year</b>	<b>12</b>	(164,625)	(173,431)
<b>Net assets</b>		<u>£ 605,648</u>	<u>£ 596,655</u>
<b>Funds</b>			
<b>Restricted</b>	<b>13</b>	456,989	501,429
<b>Designated</b>	<b>14</b>	50,000	50,000
<b>Unrestricted</b>		98,659	45,226
		<u>£ 605,648</u>	<u>£ 596,655</u>

Approved by the trustees on  
and signed on their behalf by Deborah Frazer

*Deborah Frazer*  
Trustee

The notes on pages 6a to 6e form an integral part of these financial statements



## Whitley Bay Big Local

### Notes to the financial statements

for the year ended 31st March 2023

#### 1. Accounting policies

##### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005 and applicable UK Accounting Standards and the Charities Act 2011.

##### **Fund accounting**

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

##### **Incomeing resources**

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Investment income is included when received.

##### **Resources expended**

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

##### **Costs of generating funds**

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.

##### **Governance costs**

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

##### **Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows;

Land and buildings – Not depreciated

Plant and machinery – 10% straight line

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.





## Whitley Bay Big Local

## Notes to the financial statements

for the year ended 31st March 2023

## 2. Voluntary income

	2023 £	2022 £
Donations	15,824	7,074
NTC Grant	-	36,300
NOTCA	-	39,900
Local Trust CCC	-	57,999
Big Local Grant	84,000	161,318
Grants	125,169	65,785
Leveling Up, Housing and Communities Grant	-	300,000
	<u>224,993</u>	<u>668,376</u>

## 3. Activities for generating funds

	2023 £	2022 £
Rundraising events	-	-
Benefit advice	-	-
Food project	-	-
Support vulnerable residents	-	-
Barnardo's	-	-
Base - shop	-	-
Delivery - roles	-	-
	<u>-</u>	<u>-</u>

## 4. Other incoming resources

	2023 £	2022 £
Room hire	27,495	23,536
Other income	40	-
	<u>27,535</u>	<u>23,536</u>

## 5. Community activities

	2023 £	2022 £
Rent	-	27,930
Insurance	2,805	835
Light and heat	9,665	11,787
Advertising and marketing	1,517	479
Telephone	-	1,377
	<u>13,987</u>	<u>42,408</u>



# Whitley Bay Big Local

## Notes to the financial statements

for the year ended 31st March 2023

	2023	2022
<b>6. Donations</b>	£	£
Sundry	-	-
	<u>-</u>	<u>-</u>
<b>7. Charitable activities</b>		
	2023	2022
	£	£
Projects	85,607	105,151
Workers	62,366	59,872
	<u>147,973</u>	<u>165,023</u>
<b>8. Governance and support</b>		
	2023	2022
	£	£
Caretaker	7,876	3,488
Repairs	5,331	6,682
Rates	-	409
Accountancy	-	563
Bank charges	-	125
Professional fees	14,512	11,482
Office costs	7,225	6,206
Consultancy	-	1,801
Salaries	36,645	36,834
Sundries	580	-
Depreciation	4,393	1,160
Mortgage interest	<u>5,280</u>	<u>2,165</u>
	<u>81,842</u>	<u>70,915</u>



**Whitley Bay Big Local**

**Notes to the financial statements**

**for the year ended 31st March 2023**

**9. Fixed assets**

	<b>Community building £</b>	<b>Plant and machinery £</b>	<b>Total £</b>
<b>Cost</b>			
At 1st April 2022	332,493	11,597	344,090
Additions	142,777	32,329	175,106
Disposals	-	-	-
At 31st March 2023	<u>475,270</u>	<u>43,926</u>	<u>519,196</u>
<b>Depreciation</b>			
At 1st April 2022	-	1,160	1,160
On disposals	-	-	-
Charge for year	-	4,393	4,393
At 31st March 2023	<u>-</u>	<u>5,553</u>	<u>5,553</u>
<b>Net book value</b>			
At 31st March 2023	<u>475,270</u>	<u>38,373</u>	<u>513,643</u>
At 31st March 2022	<u>332,493</u>	<u>10,437</u>	<u>342,930</u>

**10. Debtors**

	<b>2023 £</b>	<b>2022 £</b>
Funds held by third party	-	-
Room hire	2,944	2,530
Prepayments	-	-
Equals	135	209
Leveling UP, Housing and Communities Grant	-	300,000
	<u>3,079</u>	<u>302,739</u>

**11. Creditors: amounts falling due within one year**

	<b>2023 £</b>	<b>2022 £</b>
Accruals	-	420
Creditors	193	2,205
PAYE and NI	1,852	1,571
Pensions	480	380
Mortgage	5,500	5,000
	<u>8,025</u>	<u>9,576</u>



## Whitby Bay Big Local

## Notes to the financial statements

For the year ended 31st March 2023

## 12. Creditors amounts falling due after one year

	2023	2022
	£	£
Mortgage	164,625	173,431
	<u>164,625</u>	<u>173,431</u>

## 13. Restricted funds

	Balance b.fwd	Incumbent resources	Resources expended	Balance c.fwd
Local Trust CCC	9,039	-	(9,039)	-
YAP Spirit of 2012	7,103	43,304	(30,528)	(121)
Big Local	141,536	84,000	(168,742)	56,794
TNL Together for our Place	6,750	-	(6,750)	-
Kidsstart	(3,232)	7,317	(4,484)	(399)
Neighbourly/Aid	400	-	(400)	-
NOTCA	27,827	-	(27,827)	-
Building refurbishment	301,569	(17,115)	(284,454)	-
COOP	-	50,000	-	50,000
Crowdfunder	-	2,449	(2,449)	-
Energy Redress	-	-	(4,732)	(4,732)
Groundwork (Teess)	-	863	(863)	-
NTC garden fence	-	100	(100)	-
Enterprise Development Fund	-	13,000	(4,500)	8,500
Joicy Trust Grant	-	3,300	(3,300)	-
Main Grants	-	10,000	(10,000)	-
NTC Vol Winter	-	(25,730)	25,730	-
Green North Run	-	1,794	(1,794)	-
Whitley Women	-	1,765	(1,765)	-
Healthwatch Equally Well	-	4,750	(4,750)	-
Barbour	-	2,000	(2,000)	-
Challenge North Tyne	-	5,000	-	5,000
Community building	-	-	303,574	303,574
Plant and machinery	10,437	-	27,936	38,373
	<u>501,429</u>	<u>183,797</u>	<u>(228,237)</u>	<u>456,989</u>

## 14. Designated funds

	Balance b.fwd	Incumbent resources	Resources expended	Balance c.fwd
Purchase and refurbishment	50,000	-	-	50,000
	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>

The Charity will sometimes raise funds to meet particular objectives but the donor chooses not to restrict the Charity in how the funds are to be used. These funds are legally unrestricted but the Trustees choose to designate the purpose for which the funds are to be used.

## 15. A transfer between funds was made in the prior year due to a time delay between grants being issued to funds being received.

The reversal of the transfer in the current year has resulted in a negative expense in unrestricted funds.

