

Ocean Road Centre

Charity No. 1172910

Company No. 10714067

Trustees' Report and Unaudited Accounts

31 March 2021

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TRUSTEES ANNUAL REPORT

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the period ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 10714067 Charity No 1172910

Registered Office:
Ocean Road Centre
Ocean Road
South Shields
NE33 2DW

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.
The following Directors and Trustees served during the year:

I. Duncan
L. Hodgson
A. McMillan
E. Stephenson

Accountants

TPA Connect Ltd
38 Stanhope Road
South Shields
NE33 4BT

OBJECTIVES AND ACTIVITIES

The purpose of the charity as set out in its governing document - to further or benefit people living in and around Ocean Road and the wider community in South Shields, without distinction of sex, sexual orientation, race or of political, religious or other opinions 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 and leisure time occupation with the objective of improving the conditions of life for the residents.

The main activities undertaken in relation to those purposes include various social, arts and crafts, youth and sports and fitness activities. The centre also has a thriving canteen and hires out various rooms. The above activities are all for the benefit of the local residents of Ocean Road and the surrounding areas and for the public benefit. The trustees have given due consideration to the Charity Commission's guidance on the public benefit requirement. Ocean Road has a number of services based in the centre which offers essential advice, support and guidance to the community. The Connexions service supports young people in training, education and employment. The Day Services is a service which operates daily activities for people with learning disabilities. Your Voice Counts which is an advocacy group for people with learning difficulties and finally Youth Service which provides youth activities and learning for young people.

ACHIEVEMENTS AND PERFORMANCE

After a challenging year with lockdowns and the uncertainty of our members and groups returning, we managed to sustain a service which was not our normal routine but was that of support to when and what we could offer. We adapted some of our classes onto Zoom so we were still in contact with our young people and elderly. We were surprised how many of our older members adapted to online classes so quickly. While in national lockdowns we still opened for small hours and supported families with food parcels who were the most vulnerable and was able to offer a space for our essential services.

When lockdowns lifted some of our groups came back as many needed that face to face contact and social support which we offer through our groups and community café. We look forward to another positive return of groups in the summer where we see more returning to our centre after their own personal confidence builds.

FINANCIAL REVIEW

The company's financial position at the end of the year is as set out on pages 5 to 13

The trustees have determined that Ocean Road Centre still has sufficient reserves to cover them for 2 years running costs. The trustees have used the funds to give the centre a paint and refurbishment where needed. New chairs for the café, flooring being replaced in the Norman Kaid Suite. However not much work could take place during the lockdowns; both national and locally hit us hard.

Two funding grants by CCLORS and Postcode Lottery have helped to increase our classes and have gained a new member of staff and was able to give extra hours for current staff. This has reflected the need of more staffing due to the increase of our groups.

The trustees are looking what else we can offer for the community; suggestions have been a climbing wall and we are in talk with a company for costs and to install this. This will be a new and exciting addition to what we currently offer.

The trustees are still aware that the heating system is now almost 20 years old and the heating in the reception and café is insufficient during winter periods. So we continue to look and review the building to see how we can improve it for our users.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Centre is governed by the Memorandum and Articles of Association registered at Companies House. The recruitment and appointment of new trustees is governed by S12 of the Articles Of Association, which states that the Trustees may at any time appoint additional trustees, being persons who are considered able to contribute to the proper management and conduct of the business of the Charity and further its objects.

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 enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities. The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board on 11th November 2021

A. McMillan

Trustee

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INDEPENDENT EXAMINERS REPORT

Independent Examiner's Report to the trustees of Ocean Road Centre

I report on the accounts of Ocean Road Centre for the period ended 31 March 2021 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

examine the accounts under s.145 of the 2011 Act;

follow procedures laid down in the general Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act; and

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 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 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 connection with 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 the Companies Act 2006, s.386 and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice: Accounting and Reporting by Charities, 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.

Mr John Trevor Hogg Chartered Accountant
TPA Connect Ltd
38 Stanhope Road
South Shields
NE33 4BT
12th November 2021

Ocean Road Centre
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments					
from:					
Charitable activities	3	72,609	-	72,609	102,681
Other trading activities	4	12,523	11,269	23,792	66,223
Investments	5	1,524	-	1,524	183
Other	6	96,577	25,021	121,598	31,911
Total		183,233	36,290	219,523	200,998
Expenditure on:					
Raising funds	7	6,285	6,500	12,785	23,376
Other	8	123,315	-	123,315	140,280
Total		129,600	6,500	136,100	163,656
Net income/(expenditure)		53,633	29,790	83,423	37,342
Net movement in funds		53,633	29,790	83,423	37,342
Reconciliation of funds:					
Total funds brought forward		389,299	26,050	415,349	378,007
Total funds carried forward		442,932	55,840	498,772	415,349

Ocean Road Centre
SUMMARY INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2021

	2021	2020
	£	£
Income	217,999	200,815
Interest	1,524	183
Gross income for the year	<u>219,523</u>	<u>200,998</u>
Expenditure	136,100	163,656
Total expenditure for the year	<u>136,100</u>	<u>163,656</u>
Net income for the year	<u>83,423</u>	<u>37,342</u>

Ocean Road Centre
BALANCE SHEET
at 31 March 2021

	Notes	2021 £	2020 £
Current Assets			
Stocks	10	-	1,132
Debtors	11	958	3,798
Cash at bank and in hand		509,209	416,226
		<u>510,167</u>	<u>421,156</u>
 Creditors: Amount falling due within one year	12	11,395	5,807
 Net Current assets		498,772	415,349
Total assets less current liabilities		<u>498,772</u>	<u>415,349</u>
Total net assets		<u>498,772</u>	<u>415,349</u>
 the funds of the charity			
 Restricted funds	13		
Restricted income funds		55,840	26,050
 Unrestricted funds	13		
General funds		442,932	374,473
Designated funds		-	14,826
		<u>442,932</u>	<u>389,299</u>
 Reserves	13	<u>498,772</u>	<u>415,349</u>
 Total funds			

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 11th November 2021

And signed on its behalf by

I Duncan
Trustee

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)-Charities SORP (FRS102) (effective 1 January 2015)- The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies.

Fund Accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market value
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal

Income

Recognition of Income	Income is included in the Statement of financial Activities (SOFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SOFA
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the SOFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SOFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material
Volunteer help	The value of any volunteer help received is not included in the accounts
Investment income	This is included in the accounts when receivable
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments

Ocean Road Centre
NOTES TO THE ACCOUNTS

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not linked to a particular activity

Taxation

The charity is exempt from Corporation Tax on its charitable activities

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Ocean Road Centre
NOTES TO THE ACCOUNTS

Pension costs

The company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown as accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

3 Income from charitable activities

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Lettings income	72,609	-	72,609	102,681

4 Income from other trading activities

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Canteen income	12,523	-	12,523	50,451
Section Income	-	11,269	11,269	15,772
	12,523	11,269	23,792	66,223

5 Income from investments

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Interest receivable	1,524	-	1,524	183

6 Other income

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Miscellaneous Income	15,449	25,021	40,470	10,426
Furlough and Council Grants	77,158	-	77,158	-
Membership fees	-	-	-	323
Subscriptions	3,970	-	3,970	21,162
	96,577	25,021	121,598	31,911

Ocean Road Centre
NOTES TO THE ACCOUNTS

7 Expenditure on raising funds

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
<i>Fundraising trading costs</i>				
Canteen income	6,285	-	6,285	17,773
Section Income	-	6,500	6,500	5,603
	<u>6,285</u>	<u>6,500</u>	<u>12,785</u>	<u>23,376</u>

8 Other expenditure

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Employee costs	90,577	-	90,577	84,647
Motor and travel costs	-	-	-	331
Premises costs	20,628	-	20,628	43,635
General administration costs	8,276	-	8,276	9,696
Legal and professional costs				
Independent examiner - year end and report	1,080	-	1,080	920
-furlough claims	1,800	-	1,800	-
-payroll and other	812	-	812	964
Treasurer expenses	-	-	-	-
Other legal and professional	142	-	142	87
	<u>123,315</u>	<u>-</u>	<u>123,315</u>	<u>140,280</u>

9 Staff costs

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Salaries and wages	89,442	-	89,442	83,034
Pension costs	1,135	-	1,135	1,222
Staff training	-	-	-	391
	<u>90,577</u>	<u>0</u>	<u>90,577</u>	<u>84,647</u>

10 Stocks

	2021 £	2020 £
Finished Goods	-	1,132

11 Debtors

	2021 £	2020 £
Trade debtors	958	3,798
Prepayments	-	-
	<u>958</u>	<u>3,798</u>

12 Creditors: Amounts falling due within one year

	2021 £	2020 £
Other creditors	11,395	5,807

Ocean Road Centre
NOTES TO THE ACCOUNTS

13 Movement in funds

	2020	Incoming Resources	Resources Expended	Transfers	2021
	£	£	£	£	£
Restricted funds:					
Restricted Income Funds:					
Restricted Funds	26,050	36,290	6,500	-	55,840
Total	26,050	36,290	6,500	-	55,840
Unrestricted funds:					
General funds	374,473	183,233	129,600	14,826	442,932
Designated funds:					
Capital grant	9,236	-	-	(9,236)	-
Revenue grant unapplied	5,590	-	-	(5,590)	-
Total	14,826	-	-	(14,826)	-
Total funds	415,349	219,523	136,100	-	498,772

Purposes and restrictions in relation to the funds:

Restricted funds:

Section funds	Funds arising from separate sections operating in the centre	32,548
CLLOR fund	External funds for operations	16,742
Covid Response	Funds for use in Covid measures	6,550
		55,840

Designated funds:

Designated fund balances were released to general funds by the Trustees

14 Analysis of net assets between funds

	Unrestricted	Restricted	Total
	£	£	£
Net current assets	442,932	55,840	498,772

Ocean Road Centre
NOTES TO THE ACCOUNTS

15 Commitments

Operating Lease Commitments

There were no operating lease commitments

Pension commitments

	2021	2020
	£	£
The pension cost charge to the company amounted to	<u>1,135</u>	<u>1,222</u>

16 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus no single party controls the company.