



# Hertfordshire House Community Centre and Gardens CIO

Registered Charity No. 1180452

Financial Statements  
for the Year Ended 31 December 2023

**Contents:**

Legal and administrative information	Page 3
Trustees Report	Pages 4-5
Examiners Report	Page 6
Receipts and payments account	Page 7
Statement of assets and liabilities	Page 8
Notes to the accounts	Pages 9-10

## **Legal and Administrative Information:**

**Charity Name:** Hertfordshire House Community Centre and Gardens CIO

**Charity No:** 1180452

**Registered Office:**  
Rothbury Avenue  
Pelaw  
Gateshead  
Tyne and Wear  
NE10 0QY

**Trustees:**  
Victoria Powell (Chair)  
Julie McAllister (Treasurer)  
Stephen McAllister  
Danielle Bailey (Appointed 3/12/2023)

**Bankers:**  
Lloyds Bank PLC  
15 Blackheath Village  
Kidbrooke  
London  
SE3 9LH

**Independent Examiner:**  
Darren Thompson  
44 Witton Drive  
Spennymoor  
Co. Durham  
DL16 6LU



## **Chair's Annual Report 2023**

In 2023 the Trustees continued to focus on ensuring the CIO operated in a sustainable way, which is an increasing challenge with rising operational costs. We appointed a new Trustee following the resignation of 2 Trustees in 2022.

We have continued to offer the main hall for private hire to local groups. We have two long term groups Karate and Taekwondo and this year have had Boot Camps and Tai Chi run from the centre. Another long-term booking Slimming World have stopped operating from the centre.

The East Area Community Link Workers remained on site for the majority of the year delivering 1-2-1 and group activities to support local people referred from local GPs.

We continue to work in partnership with local organisations via the HOPE Network and have developed a new partnership approach with Edbert's House and the Health Equity Team. The aim of this partnership is to increase the use of the centre throughout the week, and we have seen a range of activities running including; Warm Spaces coffee morning (March-May 2023), network meetings, Summer and Christmas information events for local residents, including stalls and entertainment from a local community theatre group and local school, Men's Group, Toddler Time, after-school games club and Rhyme Time with Gateshead Libraries.

Edbert's House Family Support are also delivering a range of activities and groups from the centre.

We have continued to invest in the centre and have undertaken major repairs to the boiler, replaced the fire alarm system, upgraded the emergency lights, and continue to ensure the Community Centre, Community Gardens, allotments, and garages are well managed and maintained at a high standard. We secured new utility contracts, but the increasing utility costs continue to be a pressure on reserves.

In order to mitigate the impacts of rising costs and consider the climate impact of our building, we had an Independent Energy Assessment carried out by Groundwork NE, which identified a number of improvements we could make including solar PV, better insulation, thermostatic radiator valves and Infrared heating. We have put in place a funding plan to secure these works.

Our long-term caretaker retired in the summer. She has been a valuable part of the team at Hertfordshire House for nearly 40 years and remains a neighbour and friend. We appointed a new caretaker who started in July 2023. She has settled in quickly and is already an asset to the charity. With this in mind, we have applied for funding to increase her hours to support the additional activity in the centre in 2024.

Our Gardens continued to flourish with the Community Garden and Wild Garden being managed and maintained by volunteers across 3 gardening sessions over the week. A number of allotment holders have given up their allotments, allowing us to offer the plots to people on the waiting list. We have seen a change in the mix of allotment holders over the last few years with a number of families now using the allotments and nearly 50% of the holders are women.

I would like to finish by thanking local residents who use the facilities, our funders, officers from Gateshead Council and local elected members for their support over the last year. And finally thank you to our Trustees, volunteers, and caretaker, we couldn't run the centre without all your hard work.

Victoria Powell  
**Chair – Board of Trustees**

## INDEPENDENT EXAMINER'S REPORT

<b>Report to the Trustees</b>	Hertfordshire House Community Centre and Gardens
<b>Charity No</b>	1180452
<b>On the accounts for period ended</b>	31 December 2023
<b>Set out on pages</b>	6-9

### **Respective responsibilities of the Trustees and Examiner:**

The Trustees of the charity are responsible for the preparation of accounts. They consider that an audit is not required for this year under section 144 of the Charities Act 2011 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 section 145 of the 2001 Act.
- follow the procedure laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act.
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's statement:**

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 the 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 examiners statement:**

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

- accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act;
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Darren Thompson  
44 Witton Drive  
Spennymoor  
Co. Durham DL16 6LU

Date: 12/03/2024



# Hertfordshire House Community Centre and Gardens CIO

## Receipts and Payments Account

1 January 2023 - 31 December 2023

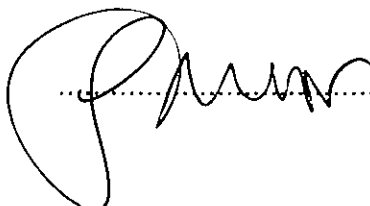
	Notes	Restricted £	Unrestricted £	2023 £	2022 £
<b>Receipts</b>					
Income from activities	3	-	11,902.00	11,902.00	22,560.00
Refunds		-	267.00	267.00	3,210.00
Fundraising & Donations		-	120.00	120.00	-
Grants	4	500.00	-	500.00	2,667.00
<b>Total Receipts</b>		<b>500.00</b>	<b>12,289.00</b>	<b>12,789.00</b>	<b>28,437.00</b>
<b>Payments</b>					
Wages	5	-	7,842.00	7,842.00	7,654.00
Utilities	6	500.00	5,817.00	6,317.00	4,837.00
Insurance		-	3,384.00	3,384.00	3,093.00
Telephone		-	732.00	732.00	738.00
Building expenses	7	-	5,815.00	5,815.00	8,148.00
Professional fees	8	-	515.00	515.00	500.00
Office costs		-	512.00	512.00	219.00
Community activities	9	-	335.00	335.00	3,795.00
<b>Total payments</b>		<b>500.00</b>	<b>24,952.00</b>	<b>25,452.00</b>	<b>28,984.00</b>
<b>Surplus/Deficit for the period</b>		<b>-</b>	<b>(12,663.00)</b>	<b>(12,663.00)</b>	<b>(547.00)</b>
<b>Funds brought forward 31<sup>st</sup> December 2022</b>		<b>4,359.00</b>	<b>41,606.00</b>	<b>45,965.00</b>	<b>46,512.00</b>
<b>Transfer between funds</b>		<b>(4,359.00)</b>	<b>4,359.00</b>	<b>-</b>	<b>-</b>
<b>Funds carried forward 31<sup>st</sup> December 2023</b>		<b>-</b>	<b>33,302.00</b>	<b>33,302.00</b>	<b>45,965.00</b>

**Statement of Assets and Liabilities  
as at 31 December 2023**

		<b>2023</b>	<b>2022</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>Current assets:</b>			
Cash at bank		33,234.00	45,942.00
Cash in hand		68.00	23.00
<b>Total current assets:</b>		<b>33,302.00</b>	<b>45,965.00</b>
<b>Current liabilities:</b>			
<b>Total current liabilities</b>		<b>-</b>	<b>-</b>
<b>Net assets</b>		<b>33,302.00</b>	<b>45,965.00</b>
<b>Represented by:</b>			
Restricted reserves		-	4,359.00
Unrestricted reserves	<b>10</b>	13,302.00	41,606.00
Designated reserves	<b>11</b>	20,000.00	
<b>Total funds:</b>	<b>12</b>	<b>33,302.00</b>	<b>45,965.00</b>

The financial statements were approved by the following members of the Board of Trustees:

Signed:  Position: CHAIRPERSON

Signed:  Position: TREASURER



# Hertfordshire House Community Centre and Gardens CIO

## Notes to the accounts as at 31 December 2023

<b>1</b>	The accounts are prepared on the receipts and payments basis in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities.
<b>2</b>	Hertfordshire House Community Centre and Gardens is a Registered Charitable Incorporated Organisation (CIO) no 1180452, registered on 29 <sup>th</sup> October 2018. The organisation is governed by a Board of Trustees.
<b>3</b>	This includes: <ul style="list-style-type: none"><li>• Rentals £10,382</li><li>• Allotments £1,250</li><li>• Garage £270</li></ul>
<b>4</b>	This includes: <ul style="list-style-type: none"><li>• GMBC Warm Space Grant £500</li></ul>
<b>5</b>	This includes: <ul style="list-style-type: none"><li>• Wages costs £6,755</li><li>• Social Security costs £1,087</li></ul>
<b>6</b>	This includes: <ul style="list-style-type: none"><li>• Gas £2,742</li><li>• Electricity £1,803</li><li>• Water £1,772</li></ul>
<b>7</b>	This includes: <ul style="list-style-type: none"><li>• Building costs £2,209</li><li>• Fire protection £2,322</li><li>• Alarms £780</li><li>• PRS/PPL £504</li></ul>
<b>8</b>	This includes: <ul style="list-style-type: none"><li>• Accountancy fees £275</li><li>• Salary Solutions £240</li></ul>
<b>9</b>	This includes: <ul style="list-style-type: none"><li>• Community Garden £335</li></ul>

<b>10</b>	Unrestricted funds available to the charity.
<b>11</b>	<p>The Trustees have designated £20,000 of unrestricted funds as a contingency fund to mitigate inflationary cost pressures such as the cost of energy and to pay costs in the event that the charity has to wind up. This will be kept under review by the Trustees. The designated reserve is made up of:</p> <ul style="list-style-type: none"> <li>• £5,000 utility bill contingency fund</li> <li>• £15,000 winding up contingency fund</li> </ul>
<b>12</b>	Total funds available to the charity.