

**Bensham Grove Community Centre
Registered Charity No. 1188101**

**Trustees' Report
and
Financial Statement
for the year ended
31 December 2020**

Legal and Administrative Information

Name: **Bensham Grove Community Centre**

Charity no: 1188101

Structure: Unincorporated association governed by a constitution.

Trustees:	<i>Chair</i>	Shirley Brown
	<i>Vice Chair</i>	Vikas Kumar
	<i>Treasurer</i>	Sara Allen
	<i>Secretary</i>	Ruth Tissington

<i>Others</i>	Lorraine Yeats
	Susan Adamson

Trustees are elected by the membership at each Annual General Meeting.

Address: Sidney Grove
Bensham
Gateshead NE8 2XD

Bankers: Lloyds
15 West Street
Gateshead NE8 1DP

Independent Examiner: Mark Thompson MAAT
42 Lesbury Road
Newcastle
NE6 5LB

Trustees' Annual Report

Background

The association was established to provide a community centre for the benefit of people living in the Bensham and the wider area. The association works with the local authority, voluntary organisations, and other groups to provide opportunities and facilities to help improve the social and personal education, health and welfare, and recreational opportunities of local people. The Centre became an Community Interest Company in February 2020 changing its charitable status and governance however its aims remain similar but have added the concierge of the Grade 2 listed building to its objectives. The Centre held a virtual AGM in Nov 2020 where the current Board were reelected to stand apart from the Treasurer position where the outgoing treasurer was replaced by Sara Allen. the centre employs a full time caretaker and two part time cleaners, they have taken advantage of the Governments Furlough scheme where necessary during the year.

The organisation is managed by a voluntary Board of trustees who are elected in line with the constitution. The Committee is also supported by non-voting representatives of the Council's learning Skills Service, and all are representatives of groups who use the Centre. The Committee meets at least six times every year to make decisions about the centre and its facilities, while the day to day running of the Centre is managed staff from learning Skills (who are employed by the local authority and work closely with the Management Committee).

Review of activities and performance

The Centre provides a wide range of activities, with a central focus being adult education and learning. There are a wide variety of classes, groups and activities available at the centre, ranging from Craft groups through to groups for older people, those that support the BAME community and Adult education groups. The Centre offers computing and internet facilities, Basic Skills and support for ethnic minority groups. In 2020 the centre was hit by the effects of the Covid 19 pandemic which had a huge impact on the ability of organisations to hire rooms, hold meetings and events as it would usually. Many courses took place online rather than the classroom which although keeping members and learners with us did very little to raise funds. However still there were a total of 150 courses run engaging over 1200 learners. The Centre has an excellent arrangement with Gateshead Council learning Skills in the provision of accommodation and support for Adult learning courses

The Main House of Centre which reopened in September 2013 following a very successful Heritage Lottery Project is continuing to flourish and further develop. The Centre made good on its plans to instal a new fire escape which made additional rooms on the first floor of the building accessible as artists studios. In addition new ceramics installations have been developed as decorative finishes and some important 18th Century stained glass is in restoration. These works are stunning and a great example of what community groups can achieve when they are determined and supported. The works of learners being integrated into the fabric of the building has continues with additional Ceramics work being added through the year in the form of illustrative tiles to all of the new studios. All works are of exceptional standard and continue to be a highlight to visitors.

During this year we have been pleased to see the numbers of people involved with the centre remain stable, and have found digital methods of keeping in touch with everyone while in lockdown. The centre was a hub for Mutual Aid throughout the year where many volunteers were involved in delivering shopping, prescriptions and emergency food supplies which has continued through additional lock down periods. The wonderful garden at the Centre has been a great source of comfort for many local people who have little or no outside space. A project has begin to develop a particular site for garden pollinators and a series of raised beds for members and local people to use which is extremely popular. as have the number of groups using our building. These initiatives have brought new interest and volunteers to the project keeping it a very important community hub valued by those near and far.

The Community Association is used seven days a week from early morning till 9pm. There are a wide range of groups, classes and courses using the facilities. The project, continues to be used by a diverse range of people reflective of both the multi cultural nature of the local community and more recently also by people with learning disabilities.

Risks, reserves and investments

We carry out a risk assessment on all our projects, and these are reviewed on a regular basis. This has been particularly important in terms of Covid safety. The Centre has been an excellent example of all of the regulations about social distancing, hygiene and tracking throughout, supplying volunteer made PPE to users and other local people. There was a tremendous response to all calls for help and support, strengthening and promoting the Community Spirit which the centre was renown for. All funds not immediately required are held in interest-bearing accounts. The Centre has updated its financial procedures and H&S documents over the last year and is working with its current business plan.

Trustees' responsibilities in relation to the financial statements

regulations set out in the Charities Act 1993. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities.

Signed:Chair, on behalf of the Trustees, date:

INDEPENDENT EXAMINER'S REPORT

Report to the
trustees of

Bensham Grove Community Centre

On accounts for
the year ended

31 December 2020

Charity no 1188101

Respective
responsibilities of
trustees and
examiner

The trustees of the organisation are responsible for the preparation of accounts; they 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 2011 Act),
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- state whether particular matters have come to my attention.

Basis of
independent
examiner's
statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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
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 trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 3 June 2021

Name:

Mark Thompson MAAT

Address:

42 Lesbury Road
Newcastle
NE6 5LB

Bensham Grove Community Centre
Receipts and payments account for the period
1 January to 31 December 2020

	Notes	2020 Unrestricted	2020 Restricted	2020 Total	2019 Total
Income					
Grants	2	30850	118719	149569	45180
Rent and room hire		44013		44013	61180
Donations		579		579	555
Classes Fees		7750		7750	12060
Subscriptions		2700		2700	5915
Sales		767		767	5066
Fundraising		635		635	17002
Reimbursements		12320		12320	9760
Learning Skills Operational		699		699	9340
Membership		169		169	485
Bank Interest		407		407	618
Overpaid to Ellison Services		8000		8000	
Studio Hire		1950		1950	
Total Receipts		110838	118719	229557	167161
Expenditure					
Activities and events					
Events		1398		1398	3151
Payments from Grants		26306	130692	156998	25717
Pottery Project			3861	3861	0
Equipment, materials and maintenance		6439		6439	10917
Buildings refurbishment		7580		7580	13302
Transport/volunteers expenses		123		123	417
Performing Rights Licence				0	1947
Staff Wages	3	24518		24518	32977
Refreshment Sales		219		219	495
Management and administration					
Gateshead Council (Running Costs)		286		286	572
Insurance		1510		1510	5714
Accountancy	4	620		620	600
Printing, Post & Stationery		130		130	78
Fees repaid to GMBC		7617		7617	11863
Utilities		20047		20047	33064
Total Payments		96793	134553	231346	140813
Surplus for the period		14045	-15834	-1789	26348
Balance at 1 January 2020		113846	42882	156728	130380
Balance at 31 December 2020		127891	27048	154939	156728

Bensham Grove Community Centre
Balance Sheet
at 31 December 2020

	Notes	2020	2019
Current Assets Assets			
Business instant access		271	271
Treasurer's account		72005	73635
Virgin Deposit		82663	82822
Total Currnet Assets		154939	156728

Net Assets at 31 December 2020		154939	156728
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Represented by:	5		
Restricted Funds		27048	48402
Designated Funds		60000	60000
Unrestricted Funds		67891	46696
Total		154939	156728

The financial statements were approved by the following members of the Management Committee :

Signed Position

Signed Position

Date

Bensham Grove Community Centre
Notes to the accounts, 2020

1. Accounting Policies

- a** 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) (effective 1 January 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

Bensham Grove Community Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

- b** Grants received are accounted for on a received basis and credited to income.
- c** Voluntary income is received by way of donations and gifts and is included in full in the Receipts and Payments Account when received.
- d** Note that the organisation changed from Bensham Community Association (reg. charity no. 1090870), this is the first financial year under the new organisation. Assets and funding continue as previously.

2. Grants receivable

Dawn Brown Fund	1557
Unison	50
HMRC Job Retention Fund	6718
Community Led Local Development Fund (Capital)	92494
Community Foundation (Community Infrastructure Levy)	3400
Business Development Grant (Gateshead Council)	1250
Lottery Community Funding (Covid 19)	9000
Community Foundation Resilience Fund	4250
Business Resilience Fund (Gateshead Council)	30850

Total Grants received **149569**

3. Trustees, staff and related party transactions

The organisation employed 3 members of staff during the period of the accounts. No payments were made to trustees.

4. Costs of financial services

During the year £620 was paid for the independent examination of the 2019 accounts. No other amounts were paid for financial services.

5. Analysis of Funds:

Restricted Funds	Open Bal	Income	Expend	End Bal
North Star	32972		32972	0
Dawn Brown Fund		1557	910	647
Unison		50	50	0
HMRC Job Retention Fund		6718	6718	0
Community Led Local Development Fund (Capital)	-5520	92494	86974	0
Community Foundation		3400	570	2830
Business Development Grant (Gateshead Council)		1250	1250	0
Lottery Community Funding (Covid 19)		9000		9000
Community Foundation Resilience Fund		4250	1248	3002
Thrive Fund GMBC (Pottery) & Pottery Fund	15430		3861	11569
Total	42882	118719	134553	27048

Designated Funds**1. Legal Liability Fund**

20000

(Funds set aside should the organisation wind-up, to pay for Redundancy & other contractual obligations).

2. Buildings & Maintenance Fund

40000

(Funds for replacement and upkeep of the building)

Total Designated Funds

60000**Total Funds:**

Restricted Funds

27048

Designated Funds

60000

General Funds

67891

154939

The Charity aims to keep six months running costs in General Funds, as recommended by The Charity Commission.