

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

**Trustees' Report
and
Financial Statement
for the year ended
31 December 2021**

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

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 Community Centre was established to provide a community venue for the benefit of people living in Bensham, Gateshead and the wider area. The Centre 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 Organisation in February 2020 changing its charitable status and governance, although its aims remain similar the concierge of the Grade 2 listed building has been added to its objectives. The Centre held a virtual AGM in Nov 2021 where the current Board were re-elected to stand. The centre employs a full time caretaker and a part time cleaners, they have taken advantage of the Governments Furlough scheme where necessary during the year. The Board have taken the decision to employ a part time Community Centre Manager in 2022 and feel that this is a positive step to the Centres development.

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 Minority Ethnic community and Adult education programmes. The Centre offers computing and internet facilities as well as Basic Skills. In 2021 the centre continued to be affected 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 as well as many groups continuing to keep in touch via Social media and virtually. 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. In 2021 The Centre completed to convert additional rooms on the first floor of the building as accessible artists studios. The addition of new ceramics installations as decorative finishes and some important 18th Century stained glass restoration (completed with the assistance of Sunderland University students and staff) have added to the popularity of these studios and the aesthetics of the project overall. These works are stunning and a great example of what community groups can achieve when they are determined and supported. All works within the centre 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 during lockdown and distancing protocols. The centre continued as a hub for Mutual Aid throughout the year where many volunteers were involved in delivering shopping, prescriptions and emergency food supplies. 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 successful volunteer project has developed 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 Centre 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 also by people with learning disabilities who enjoy being part of an open and inclusive community.

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 well known for. All funds not immediately required are held in interest-bearing accounts. The Centre has updated its financial procedures, safeguarding, Equality and Diversity and H&S documents over the last year and is working to update its current business plan.

Trustees' responsibilities in relation to the financial statements

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the 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

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 2021

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: 12 May 2022

Name:
Address:

Mark Thompson MAAT
42 Lesbury Road
Newcastle
NE6 5LB

Bensham Grove Community Centre
Receipts and payments account for the period
1 January to 31 December 2021

	Notes	2021 Unrestricted	2021 Restricted	2021 Total	2020 Total
Income					
Grants	2	25134	7013	32147	149569
Rent and room hire		49790		49790	44013
Donations				0	579
Classes Fees		594		594	7750
Subscriptions		2517		2517	2700
Sales		2389		2389	767
Fundraising		1604		1604	635
Reimbursements		7198		7198	12320
Learning Skills Operational		8000		8000	699
Membership		250		250	169
Bank Interest		178		178	407
Overpaid to Ellison Services				0	8000
Studio Hire		10600		10600	1950
Pottery Fundraising			1142	1142	
Total Receipts		108254	8155	116409	229557
Expenditure					
Activities and events					
Events		851		851	1398
Payments from Grants			13442	13442	156998
Dawn Brown Fund Grants			2343	2343	
Pottery Project			9110	9110	3861
Equipment, materials and maintenance		8241		8241	6439
Buildings refurbishment		6359		6359	7580
Transport/volunteers expenses		267		267	123
Performing Rights Licence		662		662	0
Staff Wages	3	22939	3951	26890	24518
Refreshment Sales		162		162	219
Management and administration					
Gateshead Council (Running Costs)		572		572	286
Insurance		4693		4693	1510
Accountancy	4	650		650	620
Printing, Post & Stationery		133		133	130
Fees repaid to GMBC		3966		3966	7617
Utilities		25768		25768	20047
Total Payments		75263	28846	104109	231346
Surplus for the period		32991	-20691	12300	-1789
Balance at 1 January 2021		127891	27048	154939	156728
Balance at 31 December 2021		160882	6357	167239	154939

Bensham Grove Community Centre
Balance Sheet
at 31 December 2021

	Notes	2021	2020
Current Assets Assets			
Business instant access		271	271
Treasurer's account		21333	72005
Virgin Deposit		151635	82663
Total Currnet Assets		173239	154939
Current Liablilites			
Utilities		-6000	
Net Assets at 31 December 2021		167239	154939
Represented by:	5		
Restricted Funds		6357	27048
Designated Funds		78000	60000
Unrestricted Funds		82882	67891
Total		167239	154939

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, 2021

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 (Community Foundation)	3062
HMRC Job Retention Fund	3950
Business Covid Fund (Gateshead Council)	25134
Total Grants received	32146

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	0			0
Dawn Brown Fund	647	3062	2343	1366
Unison	0			0
HMRC Job Retention Fund	0	3951	3951	0
Community Led Local Development Fund (Capital)	0			0
Community Foundation	2830		2830	0
Business Development Grant (Gateshead Council)	0			0
Lottery Community Funding (Covid 19)	9000		7610	1390
Community Foundation Resilience Fund	3002		3002	0
Thrive Fund GMBC (Pottery) & Pottery Fund	11569	1142	9110	3601
Total	27048	8155	28846	6357

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

58000

(Funds for replacement and upkeep of the building)

Total Designated Funds

78000**Total Funds:**

Restricted Funds

6357

Designated Funds

78000

General Funds

82882

167239

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