

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

**Trustees' Report
and
Financial Statement
for the year ended
31 December 2022**

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>	Jill Marshall
	<i>Secretary</i>	Shirley Allen
	<i>Others</i>	Lorraine Yeats
		Susan Adamson
		Sara Allen

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 AGM in June 2022 but elections were not required following the details set out in the constitution. (new appointments due 2023 from those members still in post) The centre employs a full time caretaker and a part time cleaner. The Board continue to support the part time Community Centre Manager which they feel is a positive step to the Centres development.

The Centre have also been funded by Lankelly Chase charitable funds to employ two part time Community Development workers (Bridgebuilders) to work across the diverse communities in the area. This to date is working well and brings a new audience to the project. ESOL courses and refugee support groups have been further developed to support people newly arrived in the area.

Review of activities and performance

The Centre provides a wide range of activities, with a central focus remaining of 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 diverse community's and the Adult education programmes. The Centre has good internet facilities as well as Basic Skills programmes. Job clubs and voluntary sector/not for profit organisations hire rooms on an ad hoc basis, increasing the footfall and range of opportunities available. In 2022 the centre continued to see the aftermath of Covid 19 pandemic but a greater number of groups began once again to hire rooms and engage at the Centre. There were a total of 100 courses run engaging over 1000 learners as well as many new community support groups emerging.. The Centre has an arrangement with Gateshead Council learning Skills and the WEA 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 2022 the studio rooms which had opened in 2021 were fully occupied bringing sustainability to the centre. Plans to develop some new stained glass installations with funds from the Queens Jubilee Awards were developed. These works are looking to be 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 too a book about the history of Bensham Grove and the families who lived here and donated the building to local people has been written. This is an important step forward and unique. The book is for sale raising much appreciated funds for the Centre.

During this year we have been pleased to see the numbers of people involved with the centre increase. New staff and local projects have increased the number of organisations that are frequently using the project. The wonderful garden at the Centre remains to be well used and appreciated. The gardening group have continued to develop their Bee garden and also have created a kitchen garden to show how they are developing their horticultural skills. The raised beds that were developed for local people to use are still used by a small number of local residents whose homes do not have gardens. 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

Staff carry out risk assessments on all our projects, and these are reviewed on a regular basis. This has been particularly important in terms of general safety. 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 Statement of Assets and Liabilities.

Signed: S. BrownChair, on behalf of the Trustees, date: 3.4.23

INDEPENDENT EXAMINER'S REPORT

Report to the
trustees of

Bensham Grove Community Centre

On accounts for
the year ended

31 December 2022

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: 22 March 2023

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 2022

	Notes	2022 Unrestricted	2022 Restricted	2022 Total	2021 Total
Income					
Grants	2		88874	88874	32147
Rent and Room Hire		68663		68663	49790
Donations			1860	1860	0
Classes Fees		36		36	594
Subscriptions		9024		9024	2517
Sales		1688		1688	2389
Fundraising		2164		2164	1604
Reimbursements		7398		7398	7198
Learning Skills Operational				0	8000
Membership		999		999	250
Bank Interest		399		399	178
Overpaid to Ellison Services				0	0
Studio Hire		12225		12225	10600
Contribution to Pottery Tech		2195		2195	
Pottery Fundraising			3000	3000	1142
Total Receipts		104791	93734	198525	116409
Expenditure					
Activities and Events					
Events		3093		3093	851
Payments from Grants			8115	8115	13442
Dawn Brown Fund Grants			1739	1739	2343
Pottery Project			6878	6878	9110
Equipment, Materials and Maintenance		9934		9934	8241
Buildings refurbishment		9952		9952	6359
Transport/Volunteers Expenses		713		713	267
Performing Rights Licence		210		210	662
Staff Wages	3	46331	30156	76487	26890
Refreshment Sales		267		267	162
Management and Administration					
Gateshead Council (Running Costs)		572		572	572
Insurance		1532		1532	4693
Accountancy	4	675		675	650
Printing, Post & Stationery		94		94	133
Fees repaid to GMBC		0		0	3966
Utilities		29510		29510	25768
Reimbursements		1471		1471	
General Administration		125		125	
Total Payments		104479	46888	151367	104109
Surplus for the period		312	46846	47158	12300
Transfers between Funds		9455	-9455		
Balance at 1 January 2022		160882	6357	167239	154939
Balance at 31 December 2022		170649	43748	214397	167239

**Bensham Grove Community Centre
Balance Sheet
at 31 December 2022**

	Notes	2022	2021
Current Assets			
Business instant access		271	271
Treasurer's account		62091	21333
Virgin Deposit		152035	151635
Total Current Assets		214397	173239
Current Liabilities			
Utilities			-6000
Net Assets at 31 December 2022		214397	167239
Represented by:	5		
Restricted Funds		43748	6357
Designated Funds		93000	78000
Unrestricted Funds		77649	82882
Total		214397	167239

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

Signed S. Brown Position Chair
 Signed [Signature] Position Vice-Chair
 Date 3.4.23

Bensham Grove Community Centre
Notes to the accounts, 2022

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

BOB Bee garden	200
ITC Gateshead Council/Software City	2500
Lankelly Chase	78356
Community Foundation (Arts)	5300
CLLD	2519
Total Grants	88875

3. Trustees, staff and related party transactions

The organisation employed 4 members of staff during the period of the accounts. No payments were made to trustees.

4. Costs of financial services

During the year £675 was paid for the independent examination of the 2021 accounts. No other amounts were paid for financial services.

5. Analysis of Funds:

Restricted Funds	Open Bal	Income	Expend	Transfers	End Bal
Dawn Brown Fund	1366	1860	1739		1487
BOB Bee garden		200	216	16	0
ITC Gateshead Council/Software City		2500	2500		0
Lankelly Chase		78356	31822	-5839	40695
Community Foundation (Arts)		5300	3733		1567
Community Led Local Development		2519		-2519	0
Lottery Community Funding (Covid 19)	1390			-1390	0
Thrive Fund GMBC (Pottery) & Pottery Fund	3601	3000	6878	277	0
Total	6367	93735	46888	-9455	43749

Designated Funds

1. Legal Liability Fund	35000
(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	<u>93000</u>
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Total Funds:

Restricted Funds	43749
Designated Funds	93000
General Funds	77648
	<u>214397</u>

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