

NORTHFLEET CENTRAL
REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023

REGISTERED NUMBER CE021095

A Charitable Incorporated Organisation - Charity number 1188503

Brendan P Byrne & Co Ltd
Accountants
12 Old Bexley Lane Bexley
Kent DA5 2BN
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TRUSTEES ANNUAL REPORT

The Trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 30 June 2023

The financial statements comply with the Charities Act 2011, and 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).

OBJECTIVES AND ACTIVITIES

The Objectives of the Charity are;

1. To promote for the benefit of the inhabitants of Northfleet, Kent and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
2. To develop the capacity and skills of the members of the socially and economically disadvantaged community of Northfleet in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

The application for the charity was initially submitted in July 2019 and was entered on the Register of Charities on 12th March 2020.

ACHIEVEMENTS AND PERFORMANCE

The Trustees continued to meet on average monthly, meeting via Teams during the winter months and face to face for the Spring/Summer meetings. In 22/23 we met a total of 8 times, with informal contacts between meetings by phone, WhatsApp and Teams. Minutes of meetings were taken and standard items on the agenda include a Chairman's Report, Treasurer's Report and various progress reports. We continued to use the services of the Co-op bank and our Accountants, working closely with our treasurer, provide regular advice and support. The Treasurer's Report at each meeting includes details of the bank balance and income and expenditure. We have a policy in place with Zurich to insure against Public Liability. During the year one of our trustees resigned as she was leaving to take up employment in another part of the County. She was a valuable link to the community in her role as a pastoral vicar and will be difficult to replace. We are always open to additional trustees joining if they can bring new experience and skills to the group.

Northfleet continues to be a challenging area to live. The levels of deprivation are high and, in some parts, actually increasing. The older residents predominantly living in older housing can see the vast new development surrounding them. It can be demotivating for these long-standing community members to see money being spent on new roads and other infrastructure and little being invested in the older parts of the area. The number of Houses in Multiple Occupation has continued to rise predominantly amongst the older housing stock as new people come into the area. Some of these new residents do not have English as their first language and this brings additional challenges. Fortunately, one of our trustees is the community leader within the Romani Slovak Czech community and her experience has been most useful. The challenge is to integrate the old and the new and to ensure that all members of the community values everyone's presence and contribution to the community.

During the year we have continued to play a full role within the community being represented on several liaison committees with local developers and community organisations. We are recognised as an organisation that acts responsibly and whose comments are constructive. This year our representatives have attended meetings of community liaison groups for Bellway Community Forum, The Foundry and Harbour Community Forum and Keepmoat Housing. We continue to build links with other groups where we feel that we can add value. Additionally, were asked to join the Dartford, Swanley and Gravesend Well-being Group whose aim is to address the overall health and well-being of residents. We have maintained our website and further developed the use of social media to communicate with local residents.

We have continued our support for children during the summer holidays by once again organising summer activity sessions. They were well attended and encouraged primary school children to engage in new and interesting activities. Once again these sessions were free and attendance was encouraged from families that would not normally have the funds for their children to attend fee paying sessions. It was good to note that two local schools had followed our example from the previous year and organised activities on their own for the summer holidays.

In the middle of the year we wound down our Work club and CSCS scheme. Although Employment continues to be a focus of our charity, in terms of volunteer time and training expenditure, the outcomes were not achieving our objectives. We are grateful to one of our local Councillors who supported our work with a grant to cover our expenses.

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TRUSTEES ANNUAL REPORT, continued

As our scheme was drawing to a close we co-operated with a local training company to encourage Northfleet residents to take advantage of free places on offer. In addition, local developers were changing their emphasis on CSCS training and introducing schemes of their own. We continue to monitor the situation and will consider re-opening our scheme if the situation requires it. We continued to be part of the Digital Inclusion Scheme run by Kent County council and as a charity had the authority to refer residents to the scheme.

We have supported several small but no less important projects, the purchase of musical instruments to encourage young people to develop an interest in music and the distribution of sweets to local children on St Nicholas Day. In March we funded a larger project organised under the auspices of CVS North West Kent. The Tuesday Club is held every week and attended by elderly residents. They receive light refreshments, enjoy fellowship and social activity. The sessions are greatly enjoyed but also serve the important need of reducing isolation amongst the elderly. We have funded this project to last a year.

From September onwards a significant task was to formulate the submission of a bid to the DCMS for funds to refurbish the building we proposed to use as Youth Centre. The bid process required many hours of work by Trustees producing information, specifications and design drawings. We commissioned a feasibility study and other surveys to establish the suitability of the building. Our initial Expression of Interest was accepted and the main bid process continued for several months. Despite many hours of work in May we learnt our bid had not been successful. We were unable to meet some of the deadlines being set and the bid process closed. It was a very low moment for the Trustees given the amount of work we had carried out. The intention is to use the vast amount of data we have produced as the basis for a further project.

FINANCIAL REVIEW

This report covers the year ended 30 June 2023. During the year the net outgoing resources were £7,847 (2022 net outgoing resources were £7,822).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charitable Incorporated Organisation was registered on 12 March 2020 and is governed by a Foundation Constitution.

There are currently eight Trustees in place with two vacancies.

The Trustees are:

Stephen Stamp (Chair)
Jagjit Klair (Treasurer)
Dawn Wellbelove (resigned 1st April 2023)
Andrea Jackova
Paul Avery
Lauren Sullivan
Samuel Reece Watts

The Charity Trustees manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each Charity Trustee to exercise:

- his or her powers and to perform his or her functions in his or her capacity as a Trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO
 - in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to any special knowledge or experience that he or she has or holds himself or herself out as having; and, if he or she acts as a Charity Trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.
- Individual Trustees have specific areas of focus:

Understanding the needs of the 'quiet' members of the community.

Researching and communicating to appropriate organisations and developers our specification for the "ideal community centre".

Focussing on the frontline social issues in our community.

Communicating what we are doing, how to access our services and encouraging financial support.

Ensuring our finances comply with the legal and other regulations.

Monitoring the local, county and national opportunities to engage with government and other agencies

Focussing on fund raising opportunities.

Attracting investment and support for youth provision.

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TRUSTEES ANNUAL REPORT, continued

All Trustees are tasked with delivering our Business Plan.

TRUSTEES RESPONSIBILITIES

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the net movement of funds for that period. In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

RISK MANAGEMENT

The Trustees confirm that they have identified the risks to which the CIO is exposed. Primarily they are the need to operate in a legal framework that meets the requirement of the relevant Legislation, to manage our affairs in a financially prudent and open way, and to ensure that the conduct of Trustees reflect both the values and ethos of our CIO. Operating within a community requires us to ensure that the CIO builds and maintains a reputation for transparency, integrity and placing the needs of the community at the heart of our actions.

The Trustees addressed the financial structure of the charity, agreeing and putting in place financial authorities and controls.

The Trustees compiled and regularly review a 'Conflict of Interests Register'

We have reviewed and amended the Constitution where appropriate.

The 'Notice of meetings' is issued at least 7 days before the meeting and contains the draft minutes of the previous meeting. Draft minutes of meetings are prepared within 48 hours of the formal meeting and circulated to Trustees. Minutes are formally approved at the following meeting.

The Trustees have set up and regularly update a website which contains details of our business plan, Trustees and examples of our current activities.

Where appropriate the Trustees use social media to communicate to local people about our activities.

The Trustees have taken out an insurance policy to safeguard against any personal liability the Trustees might incur.

A major risk to the charity is that we fail to comply with the requirements of the Charity Commissioners and the important regulations that govern our activities. The Trustees have entered into a service agreement with a well established local accountancy firm who have an oversight of our accounts and provide advice when appropriate to ensure we comply with any legal and financial requirements.

An important aspect of our activity is the need to cooperate with and work alongside other local and national organisations. The Trustees have made a conscious decision that we will only partner organisations that can demonstrate that they meet the necessary legal and professional standards associated with the particular service they deliver.

FUTURE STRATEGY

Our objectives to improve the lives and life chances of Northfleet residents remain our key focus.

The needs of the young people in the area continue to assume great importance in our future planning. We have a higher percentage of young people (Under 18) than anywhere else in Kent, in addition they are less likely to be qualified and more likely to be unemployed. There are also challenges around the high number of young people who do not have English as their first language. Our intention remains to develop a youth centre that provides an opportunity for young people to develop self-confidence, self esteem and other life skills remains paramount. We will continue to work with other organisations to improve youth provision in a financially sustainable way and further our ambition for a youth centre. To advance the project successfully we will also need to recruit additional trustees with specific skills.

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TRUSTEES ANNUAL REPORT, continued

The levels of literacy amongst primary school children remain very concerning. In 23/24 we aim to continue building stronger links with the local primary school children and work with them to improve literacy. In addition we will examine ways of widening the age range of young people that can be catered for in the youth centre in the hope that we can find activities and interests that give the young children some purpose and the will power to become useful members of the community.

REFERENCE AND ADMINISTRATIVE DETAILS

Northfleet Central Charitable Incorporated Organisation was registered on 12 March 2020. Registered Charity Number 1188503

REGISTERED OFFICE
12 Old Bexley Lane
Bexley
Kent, DA5 2BN

We operate the website www.northfleetcentralcio.org.

ACCOUNTANTS:
Brendan P Byrne & Co Ltd, Bexley

BANKERS
The Co-Operative Bank:

STATEMENT AS TO DISCLOSURE TO OUR ACCOUNTANT

In so far as the Trustees are aware at the time of approving our annual report there is no relevant information, being information needed by the accountant in connection with preparing their report, of which the Independent Examiner is unaware, and the Trustees, having made enquiries of fellow trustees and the Independent Examiner, that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a Trustee in order to make themselves aware of any relevant audit information and to establish that the Independent Examiner is aware of that information.

This report was approved by the board on 15 April 2024 and signed on their behalf:

Mr S Stamp, Chair

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INDEPENDENT EXAMINERS' REPORT

In accordance with the engagement letter dated 27 August 2021, and in order to assist you to fulfil your duties for the Charity Commission, we have compiled the financial statements of the company which comprise the Statement of Financial Activities, Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Charity's Board of Trustees, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Charity's Board of Trustees that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Board of Trustees, as a body, for our work or for this report.

You have acknowledged on the Balance Sheet for the period ended 31 June 2023 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view. You consider that the charity is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



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STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets		-	-
CURRENT ASSETS			
Amounts held by related body		-	-
Cash at bank and in hand		14,868	22,715
CREDITORS: Amounts falling due within one year	4	(600)	(600)
TOTAL ASSETS LESS CURRENT LIABILITIES		14,268	22,115
NET ASSETS		£ 14,268	£ 22,115
 THE FUNDS OF THE CHARITY			
General funds		13,979	20,544
Restricted income funds		289	1,571
TOTAL CHARITY FUNDS		£ 14,268	£ 22,115

In approving these financial statements as trustees of the charity we hereby confirm the following:

Trustees' responsibilities:

- 1) The members have not required the company to obtain an audit for its accounts for the year in question
- 2) The trustees acknowledge their responsibilities with respect to accounting records and the preparation of accounts.
- 3) That no guarantees have been given and no debts are subject to a charge on assets

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The accounts were approved by the board of trustees on 15 April 2024

Stephen Stamp

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STATEMENT OF FINANCIAL ACTIVITIES (RECEIPTS AND PAYMENTS OR
PROFIT AND LOSS ACCOUNT)

	Note	Unrestricted funds	Restricted income funds	Total funds 2023	Total funds 2022
		£	£	£	£
Income	1b				
Income and endowments from:					
Grants Receivable		-	11,428	11,428	5,021
Donations		1,000	-	1,000	-
Total Income		1,000	11,428	12,428	5,021
Charitable activities					
Community Contributions		3,250	-	3,250	-
Expenditure	1c				
Advertising/Promotional		-	-	-	150
Computer Costs		238	-	238	517
Events		2,400	-	2,400	-
Insurances		150	-	150	202
Venue Hire		-	660	2,700	2,700
General Administrative Expenses		327	-	327	477
Other Professional Services	2	1,200	12,000	13,200	7,252
Miscellaneous		-	50	50	540
Total Expenditure		7,565	12,710	20,275	12,842
Net income/(expenditure)	5	(6,565)	(1,282)	(7,847)	(7,822)
Transfers between funds		-	-	-	-
Net movement in funds		(6,565)	(1,282)	(7,847)	(7,822)
Total funds brought forward		20,544	1,571	22,115	29,937
Total funds carried forward		13,979	289	14,268	22,115

NOTES TO THE ACCOUNTS

ACCOUNTING POLICIES

1a Basis of preparation

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Charities Act 2011.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1b Income

Income comprises grants, donations received and the value of sales of educational services in the normal course of business based on subsidised fees for each session(s). The charity is not required to be registered for VAT.

1c Expenditure

Expenditure, includes VAT if applicable, and is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

1d Legal Status

The Charity has been formed as a Charitable Incorporated Organisation under the foundation model.

2. STAFF COSTS

The charity is staffed entirely by volunteers.

3. TAXATION

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 as any excesses of income over expenditure, if made, are applied to its charitable objects.

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 and 2023 £
Accruals and sundry creditors	<u>600</u>