

# **BIRTLEY COMMUNITY ASSOCIATION**

**ANNUAL REPORT – Year End 31 dec 2021**



**Registered Charity Number: 520727**

## **TRUSTEES:**

**Mrs. Brenda Price**

**Mr. Cyril Bowron**

**Mrs. Christine Bradley**

**Mrs. Hannah Elizabeth Wyer**

## **Management/ Executive Committee:**

**Mrs. Brenda Price - Chairperson**

**Damian Joseph Adams - Treasurer**

**Committee members are made up of leads from various sessions within the centre.**

**The AGM Meeting was held on the 29th July followed by a Management Committee Meeting. The end of year accounts was submitted by the Treasurer and approved by trustees and members at these meetings**

**Birtley Community Centre is overseen by dedicated volunteers for the good of the centre and the people of Birtley. We took over the asset transfer from British Coal in the 1960's. For several years we have had a Youth & Development worker funded by Gateshead Metropolitan Borough Council, which we replaced with our own when this funding ceased.**

**We employed our own Youth & Development worker who worked alongside young people and juniors as well as family intervention. At this moment in time, we have been supporting**

**vulnerable families, young people & children, people of different cultures and have also supported the Ukraine Disaster. We have a Lunch Club, various sessions covering all age groups from birth and our oldest session user 96 years old.**

**We have a pre-school on the premises, Karate, Kung-Fu, Senior Dance, Pilates, Exercise Classes, Model Railway, Line Dancing, a Young People & Adults Drama Group, Youth Club, a Music Studio, a Community Shop, a Community Fridge, and within the last couple of months, we have begun to collect food parcels from Feeding Families which we collect local for distribution. Recently, we have had a successful event for Macmillan Cancer Research, and we hope to continue to build on our good work. We have also liaised with other voluntary organisations within the locality. We support events for others to fundraise as well as host our own.**

**Birtley Community Association**  
Report and Financial Statements  
Year Ended: 31 December 2021  
Charity Number: 520727

## **Contents Page**

Legal and administrative information	3
Report of the independent examiners	4
Statement of financial activities	5
Balance sheet	6
Notes forming part of the financial statements	7

## **Legal and Administrative Information**

### **Status**

The organisation is a registered charity.

### **Executive Committee**

Brena Price	(Chairperson)
Hannah Elizabeth Wyer	(Trustee)
Cyril Bowron	(Trustee)
Christine Bradley	(Trustee)

### **Registered Office and Operations Address**

Birtley Community Association, Birtley Community Centre, Ravensworth Road, Chester-Le-Street, County Durham, DH3 1EN

### **Independent Examiners**

Valued Accountancy Services, Office 97, Viewpoint, Derwentside Business Centre, Consett Business Park, Consett, County Durham DH8 6BN

## **Independent examiner's report on the accounts For the year ended 31 December 2021**

### ***Responsibilities and basis of report***

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2021.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

### ***Independent examiner's statement***

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

### **VALUED ACCOUNTANCY SERVICES**

**Office 97**

**Viewpoint**

**Derwentside Business Centre**

**Consett Business Park**

**Consett**

**County Durham**

**DH8 6BN**

## Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £
<b>Incoming Resources</b>				
<i>Activities to further the charity's objectives</i>				
Grants	1	40,153	-	40,153
Other Income	2	61,821	-	61,821
<b>Total Incoming Resources</b>		<b>101,974</b>	<b>-</b>	<b>101,974</b>
Charitable Expenditure	3	66,093	-	66,093
<b>Total Resources Expended</b>		<b>66,093</b>	<b>-</b>	<b>66,093</b>
Net income for the year	4	35,881	-	35,881
Movement in funds		-	-	-
<b>Net movement in funds</b>		<b>35,881</b>	<b>-</b>	<b>35,881</b>
Total funds as at 1 January 2021		28,140	11,682	39,822
<b>Total funds as at 31 December 2021</b>		<b>64,021</b>	<b>11,682</b>	<b>75,703</b>



## Balance Sheet as at 31 December 2021

	Notes	2021 £
<b>Fixed assets</b>		
Tangible assets	7	592
<b>Current assets</b>		
Cash at bank and in hand		78,791
<b>Creditors: amounts falling due within one year</b>		3,680
<b>Net current assets</b>		<u>75,703</u>
<b>Net assets</b>		<u><b>75,703</b></u>
<b>Funds</b>		
Unrestricted funds		64,021
Restricted funds		<u>11,682</u>
<b>Total funds</b>		<u><b>75,703</b></u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the management committee on \_\_\_\_\_ and signed on its behalf by:

\_\_\_\_\_

\_\_\_\_\_

## Notes forming part of the financial statements for the year ended 31 December 2021

### ACCOUNTING POLICIES

The accounts have been prepared on the basis of historical cost (except that investments are shown at market value) in accordance with Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005) and with accounting standards.

### INCOMING RESOURCES

<b>Recognition of incoming Resources</b>	<p>These are included in the Statement of Financial Activities (SoFA) when:</p> <ul style="list-style-type: none"> <li>- the charity becomes entitled to the resources;</li> <li>- the trustees are virtually certain they will receive the resources; and</li> <li>- the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	<p>Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.</p> <p>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.</p> <p>Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.</p>
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

## **EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.
<b>ASSETS</b>	
<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

### 1. Incoming resources from activities to further the charity's objects

	Unrestricted	Restricted	2021 Total
	£	£	£
Community Foundation	23,500	-	23,500
GMBC	270	-	270
GMBC – Covid Grant	16,383	-	16,383
<b>Total Grants</b>	<b>40,153</b>	<b>-</b>	<b>40,153</b>

### 2. Other Income

	Unrestricted	Restricted	2021 Total
Other Income	61,821	-	61,821
<b>Total</b>	<b>61,821</b>	<b>-</b>	<b>61,821</b>

### 3. Total resources expended

	Unrestricted	Restricted	2021 Total
Direct Expenses	9,826	-	9,826
Wages and Salaries	41,928	-	41,928
Accountancy	907	-	907
Rent & Rates	133	-	133
Light and Heat	5,854	-	5,854
Repairs & renewals	1,608	-	1,608
Cleaning	1,131	-	1,131
IT software and consumables	665	-	665
Insurance	1,762	-	1,762
Print, Postage & Stationery	93	-	93
Telephone & Broadband	976	-	976
Legal Fees	63	-	63
Subscriptions	40	-	40
Sundry Expenses	1,074	-	1,074
Depreciation	31	-	31
	<b>66,093</b>	<b>-</b>	<b>66,093</b>

#### 4. Net incoming resources for the year

This is stated after charging:

	<b>2021</b>
	<b>£</b>
Independent Examiner Fee	<u>907</u>

#### 5. Staff costs and numbers

Staff costs were as follows:

	<b>2021</b>
	<b>£</b>
Salaries and wages	<u>41,928</u>

No employee received emoluments of more than £50,000.

#### 6. Taxation

The charitable company is exempt from tax on its charitable activities.

#### 7. Tangible fixed assets

	<b>Computer Equipment</b>	<b>Office Equipment</b>	<b>Total</b>
		<b>£</b>	<b>£</b>
At 1 April 2020	-	-	-
Additions in year	<u>-</u>	<u>623</u>	<u>623</u>
At 31 March 2021	<u>-</u>	<u>623</u>	<u>623</u>
<b>Depreciation</b>			
At 1 April 2020	-	-	-
Charge for the year	<u>-</u>	<u>31</u>	<u>31</u>
At 31 March 2021	<u>-</u>	<u>592</u>	<u>592</u>
<b>Net book value</b>			
At 31 December 2021	<u>-</u>	<u>592</u>	<u>592</u>
At 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>