

Friends Of Pavestone Centre

Document 2: Trustee's Annual Report for the year ended 31 March 2024

References and administrative details

Charity Name: Friends of Pavestone Centre

Charity Registration Number: 101841

Contact Address: 6A Rugby Avenue
Coleraine
County Londonderry
BT52 1JL

Trustees. Miss Rhoda Baxter MBE, M.Sc. T.Dip.R.C.O.T.
Dr. Mark McKinney B.Sc.
Ms Suzanne Mortimer Cert. Ed., C.Q.S.W.

Principal Office-bearers

Chairman: Dr Mark McKinney
Treasurer: Ms Suzanne Mortimer
Secretary: Miss Rhoda Baxter

Independent Examiner

Thomas Oliver, Certified Public Accountant.

Banker

HSBC
20-22 Railway Road
Coleraine
BT52 1PD

The trustees present the annual report and statements of Receipts and Payments and Assets and Liabilities for the Friends of Pavestone Centre (F.O.P.C.) for the year ended 31 March 2024.

The purpose of the charity

Friends of Pavestone Centre has as its objectives to improve the quality of life of those attending the Pavestone Centre and to integrate them into the community and give the community a greater understanding of disability. The Pavestone Centre is a Vocational and Leisure Rehabilitation Centre for people with Mental or Physical health conditions or disabilities. It is run under the auspices of the Northern Health and Social Care Trust (NHSCT).

The activities of the charity

Facilities and equipment

We continued to seek information about obtaining grants to support the work of the Pavestone Centre.

Enhancing the experience of the Pavestone service users

FOPC was able to donate more to Pavestone Leisure Quest this year as the Centre attenders came out of Covid restrictions so were less limited in what activities they could do. The funding provided by FOPC enabled the attenders to go for outings to the cinema, bowling, to the Theatre, to the island of Rathlin and for group meals which did much to compliment the work undertaken in the Centre. Moral was low following Covid and everyone appreciated the support and help offered by FOPC. This continues to subsidise a variety of leisure courses and activities for service users at the Pavestone Centre which would otherwise not be available to them. These are highly motivating and therapeutic and often can trigger progress for return to employment. Leisure Quest continues to compliment the work activity at the Pavestone Centre.

The achievements of the charity

Facilities and equipment

The annual fundraising Christmas Coffee Party and Sale was held in December 2023. It was moved back to the Centre following last years move, due to Covid, to another venue. As usual this was a great success; very well supported by the community and raising an excellent amount of funds. Some donations were also received during the year.

Enhancing the experience of the Pavestone service users

The Trust took over the employment of the part-time Business Support Officer during the year. We are very grateful for the financial help given by the ATG Group prior to the Trust taking over. The Support Officer worked extremely well with the existing staff and was instrumental in exploring and processing new products which could be sold in commercial outlets.

Financial Review

The current account bank balance at 31 March 2022 was £12,109.57, in March 2023 the balance was £13,706.99 with an equivalent amount being retained in total funds. There was a deficit of £150.01 between receipts and payments.

Going Concern

The trustees have reviewed the budget for the year ahead and are satisfied that there are adequate funds in place to ensure that the Charity can continue its activities and the financial statements for the year ended 31 March 2024 can be signed off as a going concern.

Structure, Governance and Management

Governing Document and Constitution of the Charity

The Charity is governed by its Constitution that was approved on 18 December 2014. The charity is managed and controlled by the General Committee that meets on a regular basis.

Appointment of General Committee (Trustees)

The General Committee, of three members, is elected by a simple majority at the Annual General Meeting. The General Committee has the power to co-opt other Members as it feels necessary. Co-option will only last for the term of the elected Committee.

Pay and remuneration

During the year there were no payments for pay or remuneration. No payments were made to Trustees.

Organisational Structure

The General Committee is empowered to act on behalf of the Trustees, will act in the best interest of the Trustees to the best of their ability, and is responsible for the day to day management of the Friends of Pavestone Centre. General Committee members are responsible for making decisions on matters of general concern and importance to the Charity including deciding how the funds of F.O.P.C. are to be applied. A General Meeting of members is held annually, at which: the outgoing Committee will give their report for the past year; a new Committee is formed by a simple majority election; and the coming year strategy will be considered.

Compliance with Public Benefit

The Trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that activities entered into during the year have helped to achieve the Friends of Pavestone Centre objectives and activities, as well as providing public benefit.

Statement of Trustees Responsibilities

The trustees are responsible for preparing the Trustees' Report and the statement of receipts and payments and statement of assets in accordance with Applicable law and regulations.

The law applicable to charities in Northern Ireland with income of less than £250,000 requires the trustees to prepare a statement of receipts and payment and a statement of assets and liabilities for each financial year.

The trustees are responsible for keeping accounting records that are sufficient to show and explain the Friends of Pavestone Centre transactions and disclose with reasonable accuracy at any time the assets of the Charity. They are also responsible for safeguarding assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Annual Report for the year ended 31 March 2024.

Signed on Behalf of the Trustees

Chair: 

Date: 19 / 7 / 2024