

Bullion Community Resource Centre



Annual Report and Annual Accounts
2017 ~ 2018



Bullion Community Resource Centre

Company Limited by Guarantee

Financial Statements

Year Ended 31st March 2018

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Bullion Community Resource Centre

Company Limited by Guarantee

Trustees' Annual Report

Year ended 31 March 2018

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2018.

Reference and administrative details

Registered charity name Bullion Community Resource Centre

Charity registration number 1084105

Company registration number 04046498

Principal office and registered office Bullion Hall, Bullion Lane
South Approach
Chester le Street
Co Durham
DH2 2DW

The trustees

J Elliott	Chairperson
B D Ebbatson	
M Gollan	
D Shingleton	Treasurer
K Smith	Vice Chair
S Young	
P Collinson	
L Marshall	
M Pae	
S May	
J Goulden	

Accountants JFS Torbitt
Chartered Certified Accountants
58 Durham Road
Birtley
Co Durham
DH3 2QJ

Trustees' Annual Report (Incorporating the Director's Report) Year ended 31 March 2018

Structure, governance and management

Governing Document

The objects of the charity are:

"... to promote any charitable purposes for the benefit of the communities in the local government area of County Durham and in particular the former local government district of Chester-le-Street and in particular the advancement of education, the protection of health and relief of poverty, distress and sickness. Provided that in carrying out these charitable purposes the charity will seek to challenge all forms of oppression and inequality and to give priority to working with people whose full participation in society is limited by economic, political, and social disadvantage..."

At the year-end there were 46 voting members.

Recruitment and Appointment of Executive Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are members of the Executive Committee. Under the requirements of the Memorandum and Articles of Association the members of the Executive Committee are nominated and elected from the membership. There is an option to co-opt a further 3 people for their skills and expertise. Each trustee retires annually and all are eligible for re-election at the next Annual General Meeting.

Trustee Training and Induction

All new trustees are encouraged to attend introductory induction meetings and throughout the year all members of the Executive Committee are offered further training opportunities as appropriate. Executive Committee members also receive publications and regular briefing updates such as those from the Charity Commission. We would note that no new nominations were received for trusteeship in the previous year.

Internal Control and Risk Management

The Executive Committee recognises its duty to safeguard the charity's funds and assets against abuse and continues to review internal policies and procedures that secure the charity against risk. These include carrying out risk assessments on our projects, regular Health and Safety reports and having appropriate internal financial controls. The latter are designed to provide reasonable assurance against material mis-statement or loss and include:

- Budget planning, starting in October, for the next financial year;
- Approval of an annual budget plan in February/March;
- Regular consideration of financial results, variations from budget forecast and monitoring of performance against the annual plan;
- Financial Regulations which provide a framework designed to ensure effective financial procedures are in place.

In this year we have invited an independent auditor to examine our internal procedures and make recommendations to the trustees as to how these might be made more robust. Gordon Fletcher provided the organisation with an action plan which we have been steadily implementing. Mr Fletcher has kindly agreed to undertake a second internal audit in 2018, to both revisit this original plan, consider how well recommendations have been implemented as well as identify any new areas for improvement that may not have been covered by his first report.

We noted in last year's report that misuse of the charity's funds had become apparent to us in early 2017. We have over the year continued to work with the police in the course of their investigations as well as to as far as possible, recover losses and limit its impact .

Our new treasurer a CIPFA qualified accountant with many years' experience in local government and charity accounting has worked with our independent examiners to ensure that our accounts reflect what has happened and going forward provide an accurate description of the charity's current financial position.

It has not been an easy period steering our way through what has proven to be a complex and carefully crafted misuse of funds depleting our finances and leaving us with what has often appeared to be a threadbare bank balance. Our new treasurer is to be applauded for his calm navigation of these choppy waters enabling us to ensure all outstanding bills could be met, that more rigorous internal systems be put in place and that we were able to source new monies from grant funding, confident that we were getting back on track.

Vision, Mission, Objectives and Activities

Vision

As a local community facility and development resource centre we will initiate and support action to change lives, strengthen communities and challenge inequalities across Chester-le-Street and the wider surrounding area.

Mission

- To be at the centre of our community; a hub for local activities, exploiting the synergies between the organisations based in and using the centre and their partners.
- Developing intelligence through engagement with the community, identify community needs and gaps in services and working in partnership with others to help address those needs.
- Where appropriate and viable provide services and develop new initiatives that contribute to health, well-being and inclusion in our local community.
- To manage our organisation and assets in a sustainable manner.

Values

- Listening and Learning. We will listen and respond to our service users and stakeholders. Directed by our service users we will aim towards continuous improvement.
- Respect. Recognising the diversity of people who engage with the charity we will maintain a positive, friendly and respectful approach to the way in which we work with colleagues and customers.
- Creative. We will investigate every opportunity to seek creative and effective solutions.
- Service. Our priority will be to deliver services designed to suit the needs of our users and community.
- Ambitious. We will always aspire to do more and achieve more.
- Pro-active. We will not put off responding and delivering. What can be done today will be done today.

We recognise the global and national changes affecting us all at a grassroots level: cuts to public-sector budgets continue to reduce services to those in need; changes in the methods of communication and engagement through ever evolving technology; changing demographics; and growing inequalities. All these changes are evident in our local communities.

The role and perception of community development and leadership is evolving, it is essential that we remain contemporary and relevant to our beneficiaries, our communities and our wider stakeholders.

Achievements and Performance

Based upon our mission as set out above we set out below our key achievements over the course of the year as they relate to the charity commission guidance on public benefit.

To be at the centre of our community a hub for local activities, exploiting the synergies between the organisations based in and using the centre and their partners

This year we have been delighted to welcome refugees to our neighbourhood. We have been pleased to see Durham County Councils Development and Engagement Team develop ESOL (English as a Second Language) classes here at Bullion Hall. We have worked with Digital Voice in order to complement that activity with a focus on cultural understanding and employability, we have also been pleased to welcome Durham Sanctuary who have through their very committed team of volunteers provided practical day to day support to navigate complex systems and institutions such as health care and education. We would also like to thank the County Durham Community Foundation who have provided support to underpin some of this work.

Developing intelligence through engagement with the community, identify community needs and gaps in services and work in partnership with others to help address those needs.

We have continued to undertake regular surveys of our users – both those who use our café and those who use the centre. The results can be insightful and as far as possible, in conjunction with other information that we have about our neighbourhood we look to address the key areas identified. This year's survey expressed the frustration of many of our users about the lack of space available in the building. In 2016 we were granted planning permission to extend to the front of the building to create a second activities hall, our efforts to secure funding for this project came to a halt in 2017 and it is only as we have entered the new financial year, do we feel able to return to that project. However in that short time lapse costs have gone up, funding opportunities have diminished and rules have been changed. To this end we have recently commissioned coal bore holes, which have demonstrated that whilst we are indeed situated on a coal seam it appears not to have been mined at any time in the past so that there are no voids that would cost us additional money to grout.

Providing services and developing new initiatives that contribute to health, well-being and inclusion in our local community.

We have continued to work with a number of other organisations, in particular we have continued to support Wheels to Work who in this year have secured £120k to transition as an independent charity who are shifting to a much wider area of delivery across County Durham as the need for independent transport in order to take up a job offer becomes increasingly apparent. We have also helped Fencehouses Community Centre to secure over £70,000 this year in capital and revenue grant funding to sustain and develop their work. And for our own organisation we have secured approx. £120,000 in grant funding this year (a mix of capital and revenue, some of which is funding over a 2 or 3 year period). This funding is both to sustain our work and our building as well as develop new services and initiatives such as the work with Digital Voice or the development of new activities for those over 50 such as Tai Chi, a second men's crew and a Powertex course.

Our organisation is new to what we refer to as "community fundraising" – which actually seems to mean brave staff and volunteers braving those adventures that have been created to thrill, petrify, tick off a bucket list or otherwise designed for the purposes of fundraising, so for example in April Leanne, Alan, Belinda, Ged and Trina zip wired over the river Tyne raising over £3000, this was followed by Sharon and Christine who survived the Great North Run and between them also raised over £800. More recently we (Maria, Selina, Yvonne, Carol, Belinda and Bryan) strolled the hot coals of 700 degrees centigrade in the much delayed Fire Walk, we anticipate that this too will raise several hundred pounds. Many of those who generously donate or sponsor our intrepid teams also tick the gift aid box which of course means that we are able to reclaim a further 25% from HMRC.

Managing our organisation and assets in a sustainable manner

During the year we said goodbye to Alan Dawson and welcomed David Douglass as a new member of the Caretaking team. Leanne who began working with us as a volunteer and then became our paid finance officer has moved onto bigger and better things – with Wheels to Work, so still based here in Bullion Hall.

Bullion Hall is open from 8am-9pm Monday to Friday and roughly 10am-3pm on weekends. We have always operated with paid staff on site that are qualified in key areas for running a community building such as First Aid, Health and Safety and Fire Marshall trained. This year we have seen an unprecedented level of sick leave amongst our caretaking team which when it happens simultaneously can stretch those remaining. We believed that four staff to cover sick leave, training and annual leave was sufficient but in fact we have been proven very wrong and must now look to add to the core staffing levels.

The original refurbishment of Bullion Hall was completed in 2002. Given that, the building receives around 1000 people per week it is not surprising then that there is now, an almost constant cycle of repairs and replacement. We have this year replaced the extractor fan in our kitchen, updated the lighting to improve energy efficiency and are expecting to replace the central heating boiler in the next few days. Not only then is this about environmental sustainability but it is also part of our own practice to continually explore ways in which we can make cost savings.

Environmental Impact

In April 2017 the carbon trust undertook an energy assessment of our building. The work that we had already undertaken in relation to cavity wall and loft insulation meant that in this area we were assessed as “best in class” however advances in technology meant that our PIRS lighting installed to reduce our carbon footprint, just 5 years ago, could actually be significantly improved upon through installation of low energy LED solutions. The trusts own analysis estimated that this work alone could save approx. £2000 and 9.97 tonnes of carbon emissions per year. Combined with replacing our 16 year old gas boiler we should be able to shift from a score of “typical” to “best in class” by way of overall energy performance for a community centre.

This assessment was a clear reminder that technology in relation to energy saving measures is advancing rapidly and that as a community centre we need to be vigilant as to how we can maintain our place as best in class /minimising our impact upon the environment.

Financial Review

As our Annual Accounts demonstrate, we generated a total income of £ 227,396 in 2017-18. Of this £133,512 was income generated through our activities (trading and contracts) and £93,884 awarded through grants to support the services we provide and improvements to the building.

We would like here to acknowledge the generous support of the Tudor Trust and Garfield Weston without whom we would not have had the capability to get back on track and have a sense of future.

We would also like to Thank Durham County Council and in particular for their support through such strands as Neighbourhood Budget monies as well as the support of funders such as the County Durham Community Foundation, Willan Charitable Trust , Tesco's ,Hospital of God at Greatham and the Greggs Trust.

Investment Policy and Reserves

Company Law requires the Executive Committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming and expended resources, including income and expenditure, for the financial year. In preparing those financial statements, the Executive Committee seeks to follow best practice and:

- Consistently apply suitable accounting policies and procedures;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Executive Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Executive Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- So far as we are aware there is no relevant information of which the company's independent examiners are unaware; and
- As the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant independent examination information and to establish that the company's independent examiners are aware of that information.

Independent Examination

For the year ended 31st March 2018 the company was entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Furthermore there are no members or indeed current funders who have required the company to obtain an audit of the accounts for the year in question. The trustees have elected to have the accounts independently examined believing it to be a more prudent use of resources.

**Bullion Community Resource Centre
Company Limited by Guarantee
Independent Examiner's Report to the Trustees of Bullion Community
Resource Centre
Year ended 31 March 2018**

I report on the financial statements for the year ended 31 March 2018, as set out on in the following pages.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met,
or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane Freeman
FCCA
Independent examiner
58 Durham Road
Birtley
Co Durham
DH3 2QJ

Bullion Community Resource Centre

Company Limited by Guarantee

Statement of Financial Activities

(including income and expenditure account)

31 March 2018

		2018	2017		
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Incoming Resources					
Grants and Contracts	5	41,500	52,384	93,884	103,020
Other trading activities	6	133,512	–	133,512	101,583
Investment income	7	–	–	–	1
Total income		<u>175,012</u>	<u>52,384</u>	<u>227,396</u>	<u>204,604</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising grants and contracts	8	136,343	37,888	174,231	243,092
Governance costs	9	1,828	–	1,828	1,237
Total expenditure		<u>138,171</u>	<u>37,888</u>	<u>176,059</u>	<u>244,328</u>
Net income/(expenditure) and net movement in funds		<u>36,841</u>	<u>14,496</u>	<u>51,337</u>	<u>(39,724)</u>
Reconciliation of funds					
Total funds brought forward		1,397	169,545	170,942	210,666
Total funds carried forward		<u>38,238</u>	<u>184,041</u>	<u>222,279</u>	<u>170,942</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**Bullion Community Resource Centre
Company Limited by Guarantee
Statement of Financial Position**

31 March 2018

		2018	2017
		£	£
Fixed assets			
Tangible fixed assets	14	140,094	155,633
Current assets			
Debtors	15	2,957	23,492
Cash at bank and in hand		102,218	10,368
		<u>105,175</u>	<u>33,860</u>
Creditors: amounts falling due within one year	16	<u>22,990</u>	<u>18,551</u>
Net current assets		<u>82,185</u>	<u>15,309</u>
Total assets less current liabilities		<u>222,279</u>	<u>170,942</u>
Net assets		<u>222,279</u>	<u>170,942</u>
Funds of the charity			
Restricted funds		184,041	169,545
Unrestricted funds		<u>38,238</u>	<u>1,397</u>
Total charity funds	18	<u>222,279</u>	<u>170,942</u>

For the year ending 31 March 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 18 June 2018, and are signed on behalf of the board by:



J Elliott
Chairperson

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

1. General information

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Bullion Hall, Bullion Lane, South Approach, Chester le Street, Co Durham, DH2 2DW.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Long leasehold property	-	4% straight
line Fixtures and fittings	-	10%
straight line		

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

4. Limited by guarantee

Bullion Community Resource Centre is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

5. Grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
DCC Neighbourhood Budget	-	17,429	17,429
European Social Fund (LA7)	-	6,000	6,000
Co Durham Community Foundation	-	20,000	20,000
Willan Charitable Trust	-	5,000	5,000
Co-op Local Community Fund	-	2,955	2,955
Greggs Trust	-	1,000	5,000
Garfield Weston	20,000	-	20,000
Tudor Trust	20,000	-	20,000
Hospital of God	1,500	-	1,500
	<u>41,500</u>	<u>52,384</u>	<u>93,884</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Peoples Health Trust	-	2,838	2,838
Misc Small Grants	-	1,502	1,502
DCC Neighbourhood Budget	-	6,000	6,000
Carriers for Causes (Tesco's/Groundwork)	-	1,000	1,000
Awards for All	-	8,393	8,393
European Social Fund (LA7)	-	9,000	9,000
DCC	-	8,694	8,694
North Star Ventures	-	5,000	5,000
Co Durham Community Foundation	-	5,000	5,000
Berwick Trust	-	4,300	4,300
Rothley Trust	-	900	900
Biffa Award	-	45,000	45,000
	<u>-</u>	<u>97,627</u>	<u>97,627</u>

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

6. Contracts and trading activities

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Bullion Hall - Room hire	64,246	64,246	64,621	64,621
Cafe income	19,253	19,253	11,866	11,866
Contract - Durham County Council	22,380	22,380	15,935	15,935
Fencehouses Community Association	4,800	4,800	3,830	3,830
Great Lumley	6,000	6,000	-	-
Insurance Claim	4,638	4,638	-	-
Wheels to Work	9,000	9,000	5,393	5,393
Other	3,195	3,195	5,331	5,331
	<u>133,512</u>	<u>133,512</u>	<u>106,976</u>	<u>106,976</u>

7. Investment income

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Bank interest receivable	-	-	1	1
	<u>-</u>	<u>-</u>	<u>1</u>	<u>1</u>

8. Costs of raising grants and contracts

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
Project payments	-	-	-
Wages and salaries	85,459	18,806	104,265
Pension costs	1,692	-	1,692
Other employee benefits	1,628	-	1,628
Training	-	-	-
Water	883	-	883
Light & heat	5,814	-	5,814
Repairs & maintenance	15,119	-	15,119
Insurance	1,735	-	1,735
Fundraising	1,125	-	1,125
Legal and professional fees	8,183	2,544	10,727
Telephone	967	-	967
Printing, postage and stationery	1,373	-	1,373
Depreciation	-	15,538	15,538
Bank charges	279	-	279
Kitchen expenses	10,205	1,000	11,205
Subscriptions	763	-	763
Cleaning	382	-	382
Sundries	736	-	736
	<u>136,343</u>	<u>37,888</u>	<u>174,231</u>

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

8. Costs of raising grants and contracts *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Project payments	8,048	10,711	18,759
Wages and salaries	85,696	16,225	101,921
Pension costs	1,810	-	1,810
Other employee benefits	1,147	92	1,239
Training	990	-	990
Water	1,367	-	1,367
Light & heat	6,338	-	6,338
Repairs & maintenance	1,674	67,895	69,569
Insurance	2,577	-	2,577
Fundraising	1,043	-	1,043
Legal and professional fees	2,310	948	3,258
Telephone	986	-	986
Printing, postage and stationery	1,123	-	1,123
Depreciation	5	15,538	15,543
Bank charges	738	-	738
Kitchen expenses	12,293	900	13,193
Subscriptions	886	-	886
Cleaning	1,085	-	1,085
Sundries	667	-	667
	<u>130,783</u>	<u>112,309</u>	<u>243,092</u>

9. Governance

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Support costs	<u>1,828</u>	<u>1,828</u>	<u>1,236</u>	<u>1,236</u>

10. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2018 £	2017 £
Depreciation of tangible fixed assets	15,538	15,543
Fees payable for the audit of the financial statements	<u>1,020</u>	<u>1,020</u>

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

11. Independent examination fees

	2018 £	2017 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,020</u>	<u>1,020</u>

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018 £	2017 £
Wages and salaries	104,264	101,921
Employer contributions to pension plans	1,692	1,810
Other employee benefits	<u>1,628</u>	<u>3,298</u>
	<u>107,584</u>	<u>104,970</u>

The average head count of employees during the year was 9 (2017: 6). The average number of full-time equivalent employees during the year is analysed as follows:

	2018 No.	2017 No.
Charitable Activities	<u>6</u>	<u>6</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

14. Tangible fixed assets

	Fixtures and fittings £	Long leasehold property £	Total £
Cost At 1 April 2017 and 31 March 2018	<u>53,597</u>	<u>388,457</u>	<u>442,054</u>
Depreciation At 1 April 2017 and 31 March 2018	<u>53,597</u>	<u>248,363</u>	<u>301,960</u>
Carrying amount At 31 March 2018	<u>-</u>	<u>140,094</u>	<u>140,094</u>
At 31 March 2017	<u>-</u>	<u>140,094</u>	<u>140,094</u>

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

15. Debtors

	2018	2017
	£	£
Trade debtors	2,807	3,080
Prepayments and accrued income	150	150
Other debtors	–	20,262
	<u>2,957</u>	<u>23,492</u>

16. Creditors: amounts falling due within one year

	2018	2017
	£	£
Bank loans and overdrafts	15,750	–
Accruals and deferred income	6,473	17,784
Other creditors	767	767
	<u>22,990</u>	<u>18,551</u>

17. Pensions and other post-retirement

benefits Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,692 (2017: £1,810).

18. Analysis of charitable funds

Unrestricted funds

	At 1 April 2017	Income	Expenditure	At 31 March 2018
	£	£	£	£
General funds	(6,103)	175,012	(138,171)	30,738
Designated Fund	7,500	–	–	7,500
	<u>1,397</u>	<u>175,012</u>	<u>(138,171)</u>	<u>38,238</u>

Bullion Community Resource Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

Restricted funds

	At 1 April 2017	Income	Expenditure	At 31 March 2018
	£	£	£	£
Bullion Hall Renovation Amortisation	155,633	–	(15,538)	140,094
DCC Neighbourhood Budget	2,000	17,429	(4,437)	14,992
Carriers for Causes	1,000	–	(1,000)	–
European Social Fund (LA7)	4,128	6,000	(10,128)	–
Co Durham Community Foundation	4,240	–	(4,240)	–
Berwick Trust	2,544	–	(2,544)	–
Willan Charitable Trust	–	5,000	–	5,000
Co Durham Foundation - Sherburn House	–	5,000	–	5,000
Co Durham Foundation - Enriching Lives	–	10,000	–	10,000
Co Durham Foundation - Small Grants	–	5,000	–	5,000
Greggs Trust	–	1,000	–	1,000
Co-op Local Community Fund	–	2,955	–	2,955
	<u>169,545</u>	<u>52,384</u>	<u>(37,888)</u>	<u>184,041</u>

19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Tangible fixed assets	–	140,094	140,094
Current assets	61,228	43,947	105,175
Creditors less than 1 year	(22,990)	–	(22,990)
Net assets	<u>38,238</u>	<u>184,041</u>	<u>222,279</u>

Chairs Report

Bullion Community Resource Centre's vision is to continue to initiate and develop action to change lives. To achieve this, to strengthen our community and challenge inequalities, we have worked hard to fulfil this mission. This report details our achievements over the past year.

We have warmly welcomed, and been delighted to have with us in Bullion Hall, refugees now living in our locality. Bringing the team approach provided by Durham County Council, Digital Voice, Durham Sanctuary and ourselves we have provided a range of activities, teaching and practical support, to enable a smooth integration into our community.

Our Wait 'er While Café continues to deliver an excellent service to all who come into Bullion Hall. With continued 5 star food and hygiene rating and the development of the skills of our service users, all under the watchful and experienced eye of Liz our Café Coordinator, the varied menu is popular with everyone; Bullion Hall staff, tenants and volunteers, and all who visit our facilities.

We reported last year of the difficulties we faced as a result of misuse of our charity funds. Our internal and external investigations to remedy the discrepancies uncovered, led to a thorough internal review and rigorous accounting systems being introduced. Our thanks go to our new Treasurer for his commitment, professionalism and dedication to get us back on track. With his CIPFA qualifications and many years of experience, we are confident going forward that our new monitoring measures are robust and dependable.

This year we were sorry to lose one of our long-standing tenants; Gateway Wheelers have moved to premises closer to their cycling activity site, however we are pleased to report that their Chief Officer, Sarah Young, has remained as a Trustees of BCRC

Our Chief Officer Belinda continues to work with a number of organisations within our community. Her support and expertise has secured grant funding of almost £200k (£120k for Wheels to Work, and £71k for Fencehouses Community Centre) to further develop their services. Her efforts within BCRC have secured approx. £120,000 in grant funding over this year, (a mix of capital and revenue income), helping to sustain our building, and to increase the number of activities we provide.

A new area of income generation has been successfully undertaken over this year, recruiting volunteers to participate in events including; a Zip-wire over the River Tyne, The Great North Run and a sizzling Firewalk. Thanks to everyone who took part.

We have said goodbye to Alan and hello to David in our caretaking team, also goodbye to Leanne who loyally supported us as a volunteer and then as a paid member of our staff. She has now moved on to pastures new, but within our building, so we happily keep her on board as a member of our Bullion Hall Team.

It is hard to believe that the original refurbishment of Bullion Hall was 16 years ago! Now inevitably showing signs of wear and tear with the multitude of activities and many hundreds of users. A number of initiatives have been introduced, when repairs and maintenance are undertaken to improve efficiency and minimise environmental impact.

Our regular surveys of all who use our facilities highlight the need for more space (for a whole host of reasons such as more office space, increased café area and more activities). Seeking funds to pursue opportunities to extend Bullion Hall is an ongoing process, and at a cost that inevitably increases over time with ever rising prices.

I would like to thank everyone involved in working with and for Bullion Community Resource Centre; staff, trustees, service users and the small army of volunteers who make our organisation so successful.



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