

**REPORT OF THE TRUSTEES AND**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**FOR**

**ST MARGARET'S COMMUNITY PARTNERSHIP**

**REGISTERED CHARITY 1145008**

**NB**

***The Charity became incorporated as a Private Limited Company on 25th May 2011, Company number 7647873, and re-registered the Charity and will operate from 1 January 2012 as a Charity Limited by Guarantee. The new Charity's number is 1145008.***

**Registered Charity 1145008**  
**Company 7467873**

**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**MEMBERSHIP TRUSTEES**

The community partnership is made up of three parties: Christ Church Latchford PCC; Latchford East Community & Residents Association and Warrington Borough Council. Each have four places on the Management group. Each party on a yearly rolling basis chairs the partnership.

**CHRIST CHURCH PARISH REPS:**

Rev. Fr John Goode  
Dida Goode  
Julia Goode

**LATCHFORD EAST COMMUNITY & RESIDENTS ASSOCIATION:**

Timothy Price  
John Ryan  
Tanya Wightman

**WARRINGTON BOROUGH COUNCIL:**

Hans Mundry  
Karen Mundry

**BUSINESS ADDRESS.**

SAINT MARGARET'S COMMUNITY CENTRE  
LINDLEY AVENUE  
LATCHFORD  
WESTY  
WARRINGTON  
WA4 1QB

SAINT MARGARET'S COMMUNITY PARTNERSHIP OFFICERS.

CHAIR  
VICE CHAIR  
SECRETARY  
TREASURER

HANS MUNDY  
TIMOTHY PRICE  
KAREN MUNDY  
JULIA GOODE

TRUSTEE / DIRECTORS  
TRUSTEE / DIRECTORS  
TRUSTEE / DIRECTORS  
TRUSTEE. / DIRECTORS

CHARITY NUMBER 1145008

INDEPENDENT EXAMINER. CORIN TRIVASS

## **REPORT OF TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019**

The Trustees present their annual report with the independently examined financial statements of The Saint Margaret's Community Partnership for the year ended 31 December 2019. The Trustees confirm that the annual report and financial statement comply with the requirements of the Charity Commission.

The Charity was set up in 2003 and has the registration number 1145008.

### **CONSTITUTION:**

Our governing document is our deed of Trust.

### **TRUSTEES:**

The Majority of Trustees as described above have held office during the whole period from 1 January 2019 to the date of this report.

The Trustees are elected to The community partnership from three parties: Christ Church Latchford PCC; Latchford East Community & Residents Association and Warrington Borough Council. Each have four places on the Management group. Each party on a yearly rolling basis chairs the partnership.

The Trustees are unpaid, can attend training as appropriate and may claim out of pocket expenses for such events.

The board of Trustees delegate the day to day management of the Charity to the Coordinator who is part time employed.

The full Board meets monthly where a statement of accounts is presented.

### **RISK MANAGEMENT:**

The Trustees have indicated the major financial risks to which the Charity is exposed. Through regular meetings and appropriate Money and cash handling policies these risks are managed.

### **POLICIES AND OBJECTIVES**

The Charities objectives are to benefit the local community... by associating together the said inhabitants and the local authorities, voluntary and other organisations in an effort to advance

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education opportunities and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving the conditions of life for the said inhabitants.

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

The Trustees are responsible for preparing the accounts in accordance with the requirements of the Charity Commission.

### **PROVISION OF INFORMATION TO INDEPENDENT EXAMINER**

Each of the persons who are Trustees at the time when this Trustees Report is approved as confirmed that

- So far as that Trustee is aware, there is no relevant information of which the examiner are unaware and
- That Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the Charitable Company's examiner in connection with preparing their report and to establish that the Charitable Company's examiner are aware of that information.

This Report was approved by the Trustees on the 20<sup>TH</sup> July 2020 and signed on their behalf by.



22/9/20

Timothy Price Chairperson

## **REPORT OF THE INDEPENDENT EXAMINER**

I report on the accounts of the Company for the year ended 31<sup>st</sup> December 2019, which are set out in this report.

The Trustees (who are also directors of the company for purposes of company law) are responsible for the preparation of accounts. 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. The Charity's income was below £250000 but above £25000 and I am a suitably independent person.

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 examiners 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 the 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 statement below.

### **Independent examiners 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) in which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name; Mr. Corin Trivass

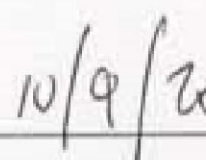
Relevant Qualification: Mr Corin Trivass is an independent person who is reasonably believed by the Charity Trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.

Address: 11 Kielder Close, Ashton in Makerfield, Wigan, WN40JR

Signed



Date



Saint Margaret's Community Centre						
For 1 31 12 2019						
Registered Charity 1145008						
Co No 7647873						
		Year to Date			Budget for	Notes (variances in brackets means worse than budget)
INCOME		Actual	Budget	Variance	Year	
	LFBL	20,335	14,000	6,335	14,000	
	Other Funders	11,241	10,000	1,241	10,000	
	Donations	2,630	1,000	1,630	1,000	31 December 2019 Current Account = 41,200
	Computer Drop In	-	-	-	-	31 December 2019 Reserve Account = 3,124
	Other Fundraising	2,974	3,000	(26)	3,000	Total in Accounts at 31st December 2019 = 44,324
	Room Hire	28,890	20,000	8,890	20,000	
	Café	10,637	7,000	3,637	7,000	
	Other Sales	-	-	-	-	
	Other Income	6,562	5,000	1,562	5,000	
TOTAL INCOME		83,269	60,000	23,269	60,000	Balance at start of year
						25,139.00
EXPENDITURE						
Staffing						
	Wages	33,474	30,000	(3,474)	30,000	Plus income of £83,269
	Training and Travel	458	400	(58)	400	108,408
Premises						
	Building Mtc, Cleaning, Hygiene	1,686	2,000	314	2,000	Minus expenditure of £67,208
	Equipment Tests & Mtc	9	2,000	1,991	2,000	41,200
	Heating & Lighting	7,101	6,000	(1,101)	6,000	Balance at year end 31 12 19
	Security	200	1,000	800	1,000	41,200
Administration						
	Project spend LFBL	12,505	14,000	1,495	14,000	Reserve account Year end 31 12 2019
	Insurance	1,499	1,800	301	1,800	3,124
	Phone & Internet	1,428	1,000	(428)	1,000	
	Post, Print & Stat	789	800	11	800	Total in all accounts 31 12 2019
	Professional Fees	2,096	1,000	(1,096)	1,000	44,324
	Sundries	524	600	76	600	
Activities						
	Café Stock	4,637	5,000	363	5,000	
	Fundraising	67	2,000	1,933	2,000	
		-	-	-		
TOTAL EXPENDITURE		67,208	67,600	392	67,600	
SURPLUS/(DEFICIT) to date		16,062	(7,600)	22,877	(7,600)	
Balance at Bank		41,200				

10/9/20

# **ANNUAL REPORT**

SAINT MARGARET'S COMMUNITY CENTRE IS A THRIVING FACILITY CENTRED IN AN AREA OF DEPRIVATION. THE CENTRE IS LOCALLY MANAGED WITH MANY LOCAL RESIDENTS LEADING THE GROUPS AND THE ACTIVITIES.

## **FUNDING**

During this year the increase in footfall and room hire has lead to the charity becoming more and more sustainable, however the continual challenge of core costs and fundraising is one the trustees will continue to prioritise. The Latch Ford Big Local have continued to support with activity funding to enable the charity to carry out accessible and affordable events for local residents and we have been busier than ever. The charity recently took part in COOP local causes raising about £9000 towards a much needed new roof for the building.

## **RESERVES POLICY / CLOSURE PROCEDURE.**

The charity has in place a policy. If our funds, which are reviewed monthly, decrease to £3000 it automatically brings into play our cessation procedure. This sum was agreed during the Annual meeting of trustees in November and is reviewed at each AGM .

## **LETTINGS POLICY.**

The Partnership wishes to encourage groups to access the Centre at an affordable rate that is also realistic. For details see bookings policy. The improvements to the centre have helped increase usage and we are now renting out for private events more than we have ever done before due to great reviews and word of mouth in the local area. We are also the main office space for The Latch Ford big Local project in the area and where they hold all their meetings.

## **COMMUNITY CENTRE USE.**

Usage of the centre remains good with a wide range of groups and activities available right across the age range. As always we should be looking at ways of attracting new users as well as retaining existing ones.

The centre hosted several successful community events this year and have aided and supported the groups who use the centre to the best of our ability. We continue to improve the accessibility

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to the centre and are attracting more footfall over each passing year.

**St Margaret's over 60s group**–, Run by Margaret Isherwood and Helen Darbyshire, is a great opportunity for the older people in the community to engage in many different types of activities and social endeavours. This year they have taken part in numerous varied activities such as arts and crafts, creative writing, exercise programmes aimed at the relevant age group, including a trip away including trips on the canal with lunch at local pub. The group is currently struggling with recruiting new members but we are looking at events and ideas to help with this and they have ideas planned for the coming year.

We secured some funding early this year from Cheshire Community Foundation to enable the charity to feed the elders who attend this group with a hot meal and pudding at their weekly session.

**Credit Union** – The Credit Union are continuing to support local residents with their local collection points twice weekly at the centre.

**Priestly College** – Are currently using the centre for their community outreach courses in English and Maths two sessions a week are held here so that people have better access to the courses available. This has declined to two sessions this academic year unfortunately.

**The Residents Association** (LECRA) – continue to work in the community and use St Margaret's as a base for their meetings they also have supported the centre with donations this year. The Association is active in the community and members are also volunteers at the HUB. They also produce regularly the "Latchford News" Community News Letter twice a year.

**Latchford Computer Club** – This project still runs weekly with only four or five people accessing a week supported by a volunteer.

#### **Hub Cafe**

The Café during this year has gone from strength to strength. We have lost and gained volunteers and continue to provide a safe space for residents to come and meet with friends and family.

**Latchford Music Makers** - is growing its numbers and still meeting weekly. They performed at our pensioners Christmas event and were a roaring success as always.

**Big Local Bingo** - is continuing to grow its numbers as well as its prize money. The team are all dedicated to reducing isolation in the area and bringing together the local community for a social event.

**Shooting Stars Dance** - continue to hold sessions here for young dancers in the area for local families to easily access. The numbers are growing and good feedback is received.

**Little Strikers** - This group is always fully booked and is a positive influence on the kids who attend working with preschool kids on coordination and colours and numbers using the skill of football.

**The Latch Ford Big Local Partnership** - Hire office space and meeting rooms from us each month but also provide the charity with project based funding. This year has been another productive year where we have worked well in partnership with them to provide much needed services to the local community.

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### **New Groups / Users.**

This year we have had a local community group called forget me nots and rainbows book monthly sessions. The group supports parents and grandparents who have gone through the loss of a child at any stage / age.

### **EQUAL OPPORTUNITIES**

The centre continued to function as an equal opportunities basis giving opportunities to all sections of the community. We have an agreed policy on display to support equal opportunities, which was written and agreed by all trustees.

### **ACTIVITIES and LINKS.**

Our partnerships include Priestley College, Latchford East Community Residents Association, Warrington Borough Council, Torus Foundation, Latchford East Ward Forum, The Latch Ford Big Local, Christchurch Latchford, Warrington Voluntary Action, Warrington Disability Partnership, Livewire and Cheshire Connect.

The activities available are listed separately above but notably include a credit union, computer courses, and computer drop in sessions and outreach college courses, which have led to qualifications and employment for local people.

We have strong links with the local police and find that police surgeries and having the police attend our fund raising events break down some of the barriers between the community and our local law enforcement team.

Local councillors hold a surgery here that is well attended by local people and we feel that by our centre holding these surgeries we help in maintaining good communication between residents and councillors who act as a voice for these residents and their needs.

### **ACHIEVEMENTS 2019.**

The main achievement of 2019 is our increase in room hire for community groups as we currently stand at 95% capacity with lots of activity happening each day.

Increase in footfall in our community café with a number of new volunteers signed up.

Funding secured to feed our Over 60s Group weekly.

All Meetings of Trustees held were quo-rate. Trustees fulfilled their duties to the community.

### **STAFF**

Michelle Hayes- Community Centre Coordinator and Community Engagement Coordinator.

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Phillip Austin- Caretaker retired March 2019  
Stephen John Wright – Employed May 2019 Caretaker  
Emma Lyons - Cafe Manager

## **FUTURE PLANS**

Our plans for the next twelve months are to:

- Funding and installation for a new Roof for the building.
- Attract and retain more volunteers to continually cover the increase in services and activities.
- Continue to work with The Latch Ford Big Local to carry out activity in the local area
- Work on getting funding for Computer suite bid needs to be put together.
- Work on funding bids for project based activities and our annual events to ensure we can carry them out to the needs of our community.
- Try to attract courses to the centre using funding to ensure that local residents can access courses in the local area.

## **CHAIRS CLOSING REMARKS**

Another positive year for the Charity, we still have struggles but are continuing to progress our activity in the local community and ensure our sustainability in the future. We done to Michelle for all her hard work and thanks to the many volunteers who have supported the charity in the last twelve months.

I look forward to continuing to work alongside the other trustees for the next twelve months to once again provide great services to our local residents.



Hans Mundry Chair 2018-2019