

Pennywell Neighbourhood Centre

Unaudited Financial Statements

For the year ended 31 March 2020

Pennywell Neighbourhood Centre

Index

Year Ended 31 March 2020

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Pennywell Neighbourhood Centre

Officers and Professional Advisers

Registered Office and Operational Address

Community Health and Resource Project
Portsmouth Road
Sunderland
Tyne and Wear
SR4 9AS

Custodian Trustees

Denise Haley
Jane Caldwell

Chief Executive

Gary Brooks

Management Committee Members

Julie Hanly
Denise Haley
Jane Caldwell
Beverley Bulmer
Sue Foster
Peter Lovegrove
Esdaile Boyling
Leanne Moore

Independent Examiner

A. M. Henshaw FCCA,

Torgersens
Somerford Buildings
Norfolk Street
Sunderland
SR1 1EE

Bankers

Co-operative Bank plc
5/6 Fawcett Street
Sunderland
Tyne and Wear
SR1 1RF

Pennywell Neighbourhood Centre

Trustees' Report

Year Ended 31 March 2020

The trustees present their report together with the financial statements for the year ended 31 March 2020.

Reference and Administrative Information

Charity Name:-	Pennywell Neighbourhood Centre
Charity Registration Number:-	1005148
Registered Office and Operational Address	Community Health and Resource Project Portsmouth Road Sunderland Tyne and Wear SR4 9AS

Custodian Trustees

Denise Haley
Jane Caldwell

Management Committee Members

Julie Hanly
Denise Haley
Jane Caldwell
Beverley Bulmer
Sue Foster
Peter Lovegrove
Esdaile Boyling
Leanne Moore
Kevin Doran – appointed 25.04.2019

Structure, Governance and Management

The organisation has existed since 1989, and its objects and regulations are regulated by a trust deed under which the Charity is constituted as an unincorporated association. It has been registered as a charity [No. 1005148] since October 1991. The constitution states that its objects are:

“In the interests of social welfare to provide for the benefit of the inhabitants of the Pennywell estate and neighbouring environs in Sunderland in the county of Tyne and Wear [hereinafter called “the area of benefit”] a neighbourhood centre and to promote therein and in the area of benefit, facilities and activities so as to relieve poverty, advance education and improve the conditions of life for the said inhabitants.”

Recruitment and Appointment of the Management Committee

The management committee members are also the trustees of the Charity. All members, save co-optees, are elected at the AGM. One of the key strengths of the organisation is that it is firmly rooted in the community and is led by local people. The make-up of the Committee reflects this, with a majority of eight places being allocated to local residents with full membership of the Association. Usually a number of these members seek to maintain their involvement for more than one year which gives continuity and stability to the Committee. New members are recruited by advertising around the area and by promoting the opportunity amongst Centre users. A further two places are open to nominated representatives of locally based organisations with which the Centre has strong working links, and a final two places are for associate members who are nominated staff representatives from PNC and the in-house Primary Care team.

Pennywell Neighbourhood Centre

Trustees' Report

Year Ended 31 March 2020

Trustee Induction and Training

Most of the Committee members are familiar with the practical work of the Centre as they either are existing or past users of Centre services or have links to partner organisations. In addition to this trustees receive induction training focusing on the constitution, the role of the Committee and its officers, and the need for DBS clearances. A rolling programme of policy and procedure review ensures that the trustees have an opportunity to familiarise themselves in detail with the running of the organisation and statutory responsibilities. Trustees are also encouraged to take part in training opportunities that are available at the Centre and within the wider voluntary sector network.

Risk Management

The Management Committee has identified the major risks to which the Charity is exposed and has ensured that there are a range of systems and procedures in place to address them. These are subject to regular review, and include:

- significant external risks to funding, which have been addressed through a business plan and regular budget review
- internal control risks which are minimised through financial and operational procedures
- policies and procedures to ensure compliance with health and safety requirements and standards
- protection of children and vulnerable adults addressed by obtaining enhanced CRB clearances for trustees, staff, and volunteers, working to Ofsted standards, having relevant protection and recruitment policies and procedures, and providing a programme of staff training.

The Centre receives support and insurance relating to personnel and employment matters as well as health and safety from The Compliance Group until 2023. This has proved invaluable in dealing with a number of issues.

Organisational Structure

The Charity has a Management Committee comprised of up to twelve members as described earlier. It also has the capacity to appoint up to four co-optees, and these would normally be individuals who can bring specific areas of expertise or who are representatives of organisations with whom the Centre wishes to strengthen its links.

The day to day running of the Centre is delegated to a paid staff team which is headed up by the Chief Executive. All staff work within teams that are lead by line managers. Staff receive monthly supervision, and attend regular staff and team meetings. Most staff attend bespoke training that supports professional development.

Related Parties

The Charity has close links with Together for Children Sunderland and the Iris Learning Trust to ensure that opportunities for professional development and guidance on standards are accessed.

Public Benefit Statement

The trustees have had regard to the Charity's Commission guidance on their legal duty on public benefit, and are satisfied that the charity delivers public benefit; and due regard is paid to the guidance on public benefit when deciding on what new projects the charity should undertake.

Aims, Objectives and Activities

The central aim to develop new models for interagency working and community participation in decision making, and to demonstrate their effectiveness in tackling health and social policy issues related to social and environmental conditions identified by residents, workers and agencies.

Specific aims are

- to develop new ways of delivering health and support services responsive to local need
- to provide recreational and educational opportunities for children and young people particularly promoting healthy lifestyles and self determination
- to develop effective models of multi agency working
- to build and sustain the capacity of individuals to take an active role in decision making processes that effect their lives and community
- To invest in people through empowerment, education and employment
- To provide and support volunteer opportunities

Pennywell Neighbourhood Centre

Trustees' Report

Year Ended 31 March 2020

Objectives

Family Support Work

- To reduce social isolation and isolation from services experienced by young children and their parents and carers
- To provide opportunities for children's developmental needs to be met through creative, interactive, and physical play
- To increase parents' and carers' skills and awareness relating to children's development and family relationships
- To provide opportunities for adults to gain the skills and confidence to make informed decisions concerning their own lives and the communities in which they live
- To extend the use of these services by hard to reach groups

Methods

- Provide a full time open access and universally available service
- Provide a one to one listening and signposting service
- Offer a programme of informal learning and leisure activities that will promote personal development and acquisition of practical life skills and skills needed to make decisions about issues that affect people's lives and community
- Facilitate and support the development of self-help groups and networks
- Offer opportunities for interactive play between parents/carers and children through group activity
- Maintain a toy library
- Offer a holiday programme for children under twelve and their families
- Extend services so that they meet the needs of minority groups and those with special and additional needs

Work with Children and Young People

- To provide a programme of recreational and educational activities for children and young people, sometimes within a family learning framework
- To initiate and support the development of activities that will promote a healthy lifestyle amongst young people
- To encourage and support the participation of children and young people in decision making processes
- To offer personal advice and support
- To work with other agencies and partners to develop new and responsive forms of provision

Methods

- Provide a term time programme of recreational and educational activities, some of which will promote healthy lifestyles
- Maximise the use of the outside playground offering a range of opportunities for physical and explorative play in a safe and supervised environment

Promoting Healthy Living

- To increase individual awareness and knowledge of health and lifestyle issues
- To develop new methods of delivery of health service provision that will remove barriers and promote dialogue between local people and health professionals
- To identify and develop opportunities for partnership working in the delivery of services
- To promote take-up of services by hard to reach groups

Pennywell Neighbourhood Centre

Trustees' Report

Year Ended 31 March 2020

Methods

- Maintain a term time programme of activities promoting healthy living and lifestyle change such as yoga, and affordable cookery
- Work with partners to pilot and develop new and innovative provision
- Hold themed health awareness raising sessions
- Act as distribution point for hearing aid batteries
- Provide an open access baby clinic and host baby massage

Education, Training and Links to Work

- To generate training opportunities within the community that relate to health, childcare, youth work and community development issues
- To work in partnership with further education establishments to bring about change in the way training is delivered in the community
- To provide employment related training opportunities to increase skill levels and develop personal confidence
- To support local economic development issues
- To maintain good links with development agencies so that individuals are aware of all the opportunities available within the locality

Methods

- Provide a programme of pre-vocational and vocational accredited learning opportunities
- Work with partners to develop approaches to learning that address the barriers faced by hard to reach groups
- Work with training organisations to provide opportunities for work placements and work experience
- Sign post individuals to advice and development agencies that can support entry into work
- Provide a pathway of professional development for own staff
- Provide and support volunteering opportunities within the organisation

Achievements and Performance

Family Support

Pennywell Medical Centre which has been based within our building since it opened in 1999 and the new delivery provider (Sunderland GP Alliance) will be delivering from our building until at least October 2025. New contractual lease arrangements with NHS Property Services Ltd were put in place in October 2017 and will run until the end of the current delivery contract in 2025. We have continued to work with the in-house primary care team engaging with patients both old and young through co-hosted themed health promotion days.

We also have two midwife teams based at the centre throughout this year but they did not renew their lease when it expired in March 2020.

Pennywell Neighbourhood Centre

Trustees' Report

Year Ended 31 March 2020

Health and Well-Being Project

In September 2017 we were awarded 3 years of funding for this project from the Big Lottery Fund.

During the course of the year we have continued to offer a wide range of informal learning opportunities for hard to reach and vulnerable adults, including cookery, sugarcraft, textiles, painting and yoga. Some of our cookery groups are specifically for people wanting to become more independent but in other classes such as needle craft disabled people have taken part alongside other residents of the area, promoting inclusion. Our programme places a strong emphasis upon celebrating achievement and ensuring that the gains our learners make are recognised by their families and the wider community. At our annual learners' celebration event in December, learners were presented with certificates and prizes by the chair of Pennywell Neighbourhood Centre in front of their peers.

In March 2020, all activities were put on hold due to the COVID-19 pandemic with the expectation they will resume at some point later in 2020.

Breakout

Once again our holiday programme offered a wide range of activities for local families and children up to the age of eleven. Over the four week summer programme, in excess of 100 people took part in a wide variety of activities which included trips to local places of interest. All trips were offered at affordable rates, allowing families without transport to visit places that would normally be hard to access. Back at the Centre there was an opportunity for families to attend cookery sessions.

Financial Review

Against a continuing background of reduced funding across the country as a whole with the end of funding programmes, the cutting of funding from government, the impact of the COVID-19 pandemic and increased pressures on grant funders the Centre's main priorities have been to address shortfalls in core funding, and to try to secure the sustainability of its key services by looking at our income generation strategies.

Principal Funding Sources

With regard to the core funds the Centre has been fortunate in continuing to receive support from Sunderland CCG and will continue to do so until March 2022. Taken together with rental income from the Midwife team and from Pennywell Medical Centre, this means we have been able to meet our core costs for the year.

The main source of funding for the Health and Well-Being Project this year remained the Big Lottery Fund (a 3 year Reaching Communities Grant was received in September 2017).

However, other funding was received to support and expand the work of the centre. We received significant funding from the Sir Tom Cowie Charitable Trust, the Kellet Fund and the Ballinger Charitable Trust.

Also, smaller grants and in kind donations have also made a huge impact. This year we benefited from continued funding from the Joseph Strong Frazer Trust, a small grant from the Hadrian Trust, Strategic Initiative Budget funding and support from other small fundraising activities.

Investment Policy

Currently no reserves are invested and this will continue to be reviewed annually.

Reserves Policy

The Management Committee has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be approximately 6 months of running costs - which currently equates to roughly £100,000. At this level the Management Committee feel they would be able to continue the current activities of the charity in the event of a significant drop in funding until lost funding could be replaced or alternative business plans drawn up. Our real level of reserve is still somewhat short of this figure, but we are constantly working to close the gap.

Pennywell Neighbourhood Centre

Trustees' Report

Year Ended 31 March 2020

Plans for Future Periods

The organisation will continue working closely with Mark Butcher Associates to obtain alternative sources of funding to make sure the organisation is sustainable in the long term.

Other funding and sources of income will include rental of office space to other organisations and more advertising of the space will be required. This is especially important, now that rental income from the midwife teams has been lost.

Assessing the impact of the COVID-19 pandemic on our delivery model and the sources of funding for our activities will be essential.

Joint working initiatives with Pennywell Medical Centre will be continue to be explored and built in to future delivery models and funding requirements.

Members of the Management Committee

The members of the Management Committee who are the trustees of the Charity, and who served during the year and up to the date of this report are listed at the beginning of this report.

Statement of the Management Committee's Responsibilities for Financial Statements.

The Charities Act 2011 requires the Management Committee to keep proper records of accounts with respect to the affairs of the charity, and prepare statements of account for each accounting period consisting of a statement of financial activities and a balance sheet. The Management Committee are also responsible for safeguarding the charity's assets, and hence for taking reasonable steps for the prevention and detection of error, fraud, and other irregularities.

In preparing the financial statements the Management Committee are expected to:


- Select suitable accounting policies and apply them consistently, making judgements and estimates that are reasonable and prudent;
- Following the recommendations of the Charity Commission and of the accounting profession with regard to the form and content of the financial statements or to disclose and explain any departures therefrom; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue to meet its objectives.

Examiner

The examiner, Mrs A. M. Henshaw of Torgersens, will be proposed for re-appointment at the Annual General Meeting.

This report was approved by the trustees on

Signed on behalf of the trustees by


Name June Manley

Date 23.10.2020

Independent Examiner's Report to the Trustees of

Pennywell Neighbourhood Centre

Year Ended 31 March 2020

I report on the financial statements of the Charity for the year ended 31 March 2020 which are set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the financial statements. The Charity's Trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 ("The Charities Act") and that an independent examination is needed.

It is my responsibility to:

- ♦ examine the financial statements 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 any particular matters have come to my attention.

Basis of independent examiner's statement

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 set out in the statement below.

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 130 of the 2011 Act; and
- ♦ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

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



**A. M. Henshaw FCCA
Torgersens
Chartered Accountants
Somerford Buildings
Norfolk Street
Sunderland
SR1 1EE**

Date: 28.10.20

Pennywell Neighbourhood Centre

Unaudited Statement of Financial Activities

Year Ended 31 March 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Income and Expenditure					
Income					
Income from generated funds					
Donations and legacies	2a	10,512	91,765	102,277	181,668
Income from investment	2b	45,600	-	45,600	45,600
Income from charitable activities	3	36,420	-	36,420	38,070
Total income		<u>92,532</u>	<u>91,765</u>	<u>184,297</u>	<u>265,338</u>
Expenditure					
Expenditure on charitable activities	4	(133,785)	(62,132)	(195,917)	(217,093)
Total expenditure		<u>(133,785)</u>	<u>(62,132)</u>	<u>(195,917)</u>	<u>(217,093)</u>
Net income/(expenditure)		(41,253)	29,633	(11,620)	48,245
Transfers					
Transfers between funds	14	-	-	-	-
Net movements on funds		<u>(41,253)</u>	<u>29,633</u>	<u>(11,620)</u>	<u>48,245</u>
Total funds brought forward		361,674	24,870	386,544	338,299
Total funds carried forward		<u>320,421</u>	<u>54,503</u>	<u>374,924</u>	<u>386,544</u>

The notes on pages 11 to 20 form part of these unaudited financial statements

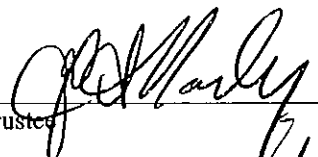
Pennywell Neighbourhood Centre

Unaudited Balance Sheet

As at 31 March 2020

	Note	2020 £	2020 £	2019 £	2019 £
Fixed Assets					
Tangible assets	8		283,897		299,923
Investments	9		1		1
			<u>283,898</u>		<u>299,924</u>
Current Assets					
Debtors	10	81,702		13,998	
Cash at bank and in hand		133,499		132,656	
Total current assets		<u>215,201</u>		<u>146,654</u>	
Liabilities					
Creditors: Amounts falling due within one year	11	<u>124,175</u>		<u>60,034</u>	
Net current assets			91,026		86,620
Total net assets			<u>374,924</u>		<u>386,544</u>
Unrestricted funds	13				
General fund		36,524		61,751	
Designated funds		283,897	320,421	299,923	361,674
Restricted funds					
Revenue	14		54,503		24,870
			<u>374,924</u>		<u>386,544</u>

These unaudited financial statements were approved by members of the committee on the 23/10/2020 and are signed on their behalf by:


 Trustee
 Name JULIE MARLEY.

The notes on pages 11 to 20 form part of these unaudited financial statements

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

1 Accounting Policies

Basis of Preparation

These unaudited financial statements have been prepared under the historical cost convention and in accordance with:

- i) the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) issued in January 2015 (SORP 2015)
- ii) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)
- iii) the Charities Act 2011.

The unaudited financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these unaudited financial statements are rounded to the nearest £.

Going Concern

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

Consolidation

In the opinion of the trustees the charity and its subsidiary undertakings comprise a small group.

The charity has taken advantage of the exemptions from preparing consolidated financial statements as specified under paragraph 139(2) of the Charities Act 2011.

Fund Accounting

Funds held by the charity are used for:

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objectives.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are funds which are to be used for specific purposes as laid down by the donor or by specific terms of the appeal under which the funds are raised. Expenditure which meets these criteria is charged to the fund, with a fair allocation of management and support costs.

Donations and Legacies

Donations and legacies are recognised in the Statement of Financial Activities when they are received.

Grants Receivable

All grant income is recognised on the receivable basis. Grants relating to core costs are shown under Income from Generated Funds, whilst grants receivable to specific activities or projects are shown under Income from Charitable Activities.

In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

When income from the grant is received that has time-related conditions attached and the charity is not entitled to spend that income in advance of its budgeted year(s) without the further prior approval of the grant-maker then the grant is deferred.

Income from Investments

Bank interest is included in the Statement of Financial Activities on the accruals basis.

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

1 Accounting Policies (*continued*)

Leased Assets

The company acts as a lessor of its land and buildings. Rentals received under these operating leases are recognised as income on a straight line basis over the lease term.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All direct costs have been attributed to one of the specific activities as set out in note 4 to these unaudited financial statements.

Support costs included in expenditure are allocated in specific activities on the basis set out in note 4 in these unaudited financial statements.

Fixed Assets

All fixed assets are initially recorded at cost. The trustees have agreed to capitalise assets of more than £300; any assets below £300 will be included as expenditure in the statement of financial activities.

Donated assets are capitalised at their market value, as estimated by the trustees, when they are received. The corresponding credit is included within donations and legacies under Income from Generated Funds.

Depreciation

Depreciation is calculated to write off the cost, less estimated residual value, of tangible fixed assets over their estimated useful lives. The annual depreciation rates and methods used are as follows:-

Buildings	-	2% straight line
Furniture, fixtures and fittings	-	15% reducing balance
Office and general equipment	-	15% & 25% reducing balance

Operating Lease Agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the period of the lease.

Pension Costs

The charity operates a defined contribution pension scheme for employees. The annual contributions payable are charged to the SOFA.

Financial Instruments

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

2a	Donations and Legacies	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
		£	£	£	£
	Grants Receivable	-	-	-	54,276
	Sunderland Teaching CCG	-	-	-	-
	The Hadrian's Trust	1,000	-	1,000	-
	Joicey Trust	-	1,500	1,500	-
	Ballinger Trust	9,512	-	9,512	-
	The Community Foundation	-	18,951	18,951	63,000
	Big Lottery Fund	-	71,314	71,314	63,414
	Scope	-	-	-	978
		<u>10,512</u>	<u>91,765</u>	<u>102,277</u>	<u>181,668</u>

The income from donations and legacies for the charity was £102,277 (2019: £181,668) of which £10,512 was unrestricted (2019: £55,254) and £91,765 restricted (2019: £126,414).

2b	Income from Investments	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
		£	£	£	£
	PNC recharge	-	-	-	-
	Rent	-	-	-	-
	- Pennywell Medical Centre	27,600	-	27,600	27,600
	- City Hospital Sunderland – Midwives	18,000	-	18,000	18,000
		<u>45,600</u>	<u>-</u>	<u>45,600</u>	<u>45,600</u>

The income from investment for the charity was £45,600 (2019: £45,600) which was unrestricted in the current and previous year.

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

3 Income from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
User Contributions	9,265	-	9,265	8,330
Pennywell Medical Centre – running costs	27,155	-	27,155	29,235
Room Hire	-	-	-	505
	<u>36,420</u>	<u>-</u>	<u>36,420</u>	<u>38,070</u>

The income from charitable activities for the charity was £36,420 (2019: £38,070) of which £36,420 was unrestricted (2019: £34,994) and £nil was restricted (2019: £3,076).

Pennywell Neighbourhood Centre

Statement of Financial Activities

Year Ended 31 March 2020

4 Total Expenditure

	Basis of allocation	Health and Family Support £	Other Activities £	Total 2020 £	Total 2019 £
Costs directly allocated to activities					
Wages & Salaries	Direct	53,755	10,888	64,643	63,065
Equipment	Direct	-	143	143	-
Rates & Water	Direct	-	1,588	1,588	440
Light & Heat	Direct	-	6,539	6,539	5,685
Insurance	Direct	-	553	553	495
Repairs & Renewals	Direct	-	4,933	4,933	11,001
Programme Costs	Direct	5,723	68	5,791	17,506
Travel	Direct	-	-	-	38
Printing, Postage & Stationery	Direct	-	-	-	8
Cleaning	Direct	654	1,455	2,109	841
Telephone	Direct	-	-	-	-
Miscellaneous Costs	Direct	-	148	148	68
Staff Development	Direct	-	-	-	1,831
Depreciation	Direct	-	-	-	-
Legal & Professional Fees	Direct	2,000	-	2,000	3,500
Support costs allocated to activities					
Wages & Salaries	1	53,492	-	53,492	56,548
Equipment	1	643	-	643	250
Rates & Water	1	804	-	804	2,929
Light & Heat	1	6,539	-	6,539	5,686
Insurance	1	2,993	-	2,993	6,208
Repairs & Renewals	1	5,292	-	5,292	5,952
Programme Costs	1	1,349	-	1,349	2,264
Travel	1	123	-	123	86
Printing, Postage & Stationery	1	507	-	507	1,042
Cleaning	1	1,935	-	1,935	1,288
Telephone	1	1,510	-	1,510	1,572
Miscellaneous Costs	1	174	-	174	218
Staff Development	1	811	-	811	14
Bank charges and interest	1	-	-	-	36
Accountancy fees	1	4,716	-	4,716	4,233
Legal & Professional Fees	1	9,327	-	9,327	4,257
Depreciation & Loss on Disposal	1	17,255	-	17,255	20,032
		<u>169,602</u>	<u>26,315</u>	<u>195,917</u>	<u>217,093</u>

Other activities comprise direct costs in relation to Pennywell Medical Centre.

The expenditure on charitable activities for the charity was £195,917 (2019: £217,093) of which £133,785 was unrestricted (2019: £136,686) and £62,132 was restricted (2019: £80,407).

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

5	Staff Costs	Total Funds 2020 £	Total Funds 2019 £
	Staff costs were as follows:		
	Wages and salaries	108,040	109,958
	Social security costs	5,669	5,319
	Pension costs	4,426	4,336
		<u>118,135</u>	<u>119,613</u>

No employee received in excess of £60,000 during the current or preceding year.

The key management personnel of the charity comprise the trustees, the chief executive, and the community education project co-ordinator. The total employee benefits of the key management personnel of the charity were £72,869 (2019: £72,523).

The average monthly number of employees during the year was as follows:

Direct project workers	2	2
Management and administration	<u>12</u>	<u>12</u>

6 Trustees Remuneration

Trustees received no remuneration and were reimbursed £nil (2019: £nil) for travel expenses during the year.

7 Taxation

The charity considers its activities to be exempt from corporation tax by virtue of Section 466 of the Corporation Taxes Act 2010.

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

8	Tangible Fixed Assets		Furniture, fixtures & fittings	Office & general equipment	Total
		Buildings			
		£	£	£	£
	Cost				
	At 1 April 2019	704,814	83,310	61,406	849,530
	Additions	-	1,229	-	1,229
	Disposals	-	(1,016)	(13,195)	(14,211)
	At 31 March 2020	<u>704,814</u>	<u>83,523</u>	<u>48,211</u>	<u>836,548</u>
	Depreciation				
	At 1 April 2019	460,573	30,167	58,867	549,607
	Charge for the year	8,319	8,159	599	17,077
	Disposals	-	(1,015)	(13,018)	(14,033)
	At 31 March 2020	<u>468,892</u>	<u>37,311</u>	<u>46,448</u>	<u>552,651</u>
	Net Book Value				
	At 31 March 2020	<u>235,922</u>	<u>46,212</u>	<u>1,763</u>	<u>283,897</u>
	At 31 March 2019	<u>244,241</u>	<u>53,143</u>	<u>2,539</u>	<u>299,923</u>

9. Fixed Asset Investments

	Shares in group undertakings £
Cost	
At 1 April 2019 to 31 March 2020	<u>1</u>
Net Book Value	
At 31 March 2020	<u>1</u>
At 31 March 2019	<u>1</u>

The charity holds 20% or more of the issued share capital of the companies listed below:

	Country of Incorporation	Shareholding	Proportion held	Nature of business
Subsidiary undertakings				
PNC Services Limited	England	Ordinary Shares	100%	Provision of premises management services
Aggregate Capital & Reserves				
				2020 £
PNC Services Limited				<u>17,569</u>
				2019 £
				<u>23,453</u>
Profit/(Loss) for the Year				
PNC Services Limited				<u>(5,884)</u>
				<u>22,132</u>

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

10. Debtors

	2020	2019
	£	£
Other debtors	75,485	10,594
Prepayments	6,217	3,404
	<u>81,702</u>	<u>13,998</u>

11. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Other creditors	20,992	26,866
Accruals & deferred grant income	103,183	33,168
	<u>124,175</u>	<u>60,034</u>

12. Commitments under Operating Leases

At 31 March 2020 the centre had aggregate annual commitments under non-cancellable operating leases as set out below:

	2020	2019
	£	£
Operating leases which expire		
In less than one year	-	246
Within 2 to 5 years	-	-
	<u>-</u>	<u>246</u>

13. Unrestricted Funds

	At 1 April 2019	Income	Expenditure	Transfers between funds	At 31 March 2020
	£	£	£	£	£
PNC Fund	<u>61,751</u>	<u>65,357</u>	<u>(90,215)</u>	<u>(369)</u>	<u>36,524</u>
Designated Funds					
PMC Fund	-	27,175	(26,315)	(860)	-
Capital Fund	299,923	-	(17,255)	1,229	283,897
	<u>299,923</u>	<u>27,175</u>	<u>(43,570)</u>	<u>369</u>	<u>283,897</u>
Total Unrestricted Funds	<u>361,674</u>	<u>92,532</u>	<u>(133,785)</u>	<u>-</u>	<u>320,421</u>

Unrestricted Funds – movement in previous year

	At 1 April 2018	Income	Expenditure	Transfers between funds	At 31 March 2019
	£	£	£	£	£
PNC Fund	<u>42,558</u>	<u>105,174</u>	<u>(92,584)</u>	<u>6,603</u>	<u>61,751</u>
Designated Funds					
PMC Fund	1,439	29,235	(24,071)	(6,603)	-
Capital Fund	261,289	1,439	(20,031)	57,226	299,923
	<u>262,728</u>	<u>30,674</u>	<u>(44,102)</u>	<u>50,623</u>	<u>299,923</u>
Total Unrestricted Funds	<u>305,286</u>	<u>135,848</u>	<u>(136,686)</u>	<u>57,226</u>	<u>361,674</u>

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

13. Unrestricted Funds (continued)

Purposes of Designated Funds

PMC Fund

This represents funds received from Pennywell Medical Centre in lieu of premises costs incurred by themselves that are paid for by the charity. The balance carried forward relates to a debtor outstanding at the year end.

Capital Fund

This represents the net book value of tangible fixed assets and deferred income held in relation to the extension built onto the building by the Pennywell Medical Centre. Transfers are in respect of capital expenditure.

The transfers between designated funds and general funds relate to room hire income from previous years that is available for the general use of the charity.

14	Restricted Funds	At 1 April 2019 £	Income £	Expenditure £	Transfers between Funds £	At 31 March 2020 £
	Revenue Funds					
	Breakout	11,945	-	(1,017)		10,928
	Family Support					
	– Adult	12,925	91,765	(61,115)	-	43,575
	Total Restricted Funds	<u>24,870</u>	<u>91,765</u>	<u>(62,132)</u>	<u>-</u>	<u>54,503</u>
	Restricted Funds – movement in previous year					
		At 1 April 2018 £	Income £	Expenditure £	Transfers between Funds £	At 31 March 2019 £
	Revenue Funds					
	Breakout	12,876	655	(1,586)	-	11,945
	Family Support					
	– Child	-	78	(78)	-	-
	Family Support					
	– Adult	20,137	65,757	(72,969)	-	12,925
	Sunshine Daycare	-	63,000	(5,774)	(57,226)	-
	Total Restricted Funds	<u>33,013</u>	<u>129,490</u>	<u>(80,407)</u>	<u>(57,226)</u>	<u>24,870</u>

Pennywell Neighbourhood Centre

Notes to the Unaudited Financial Statements

Year Ended 31 March 2020

14 Restricted Funds (continued)

Purposes of Restricted Funds

Breakout	This represents funds received to provide parents and children aged 5 to 11 with a programme of school holiday activities.
Family Support	This represents funds received towards the costs of providing support to families and parents in the community and work with men and women around confidence building and stress management.
Sunshine Daycare	This represents funds received by daycare crèche facilities at the Highfield Children's Centre. City of Sunderland funding received is to cover a 5 year period. From 1 April 2017, all activity for Sunshine Daycare was moved to the organisation's trading arm PNC Services Ltd. The transfers between restricted funds relate to accumulated profits from the Sunshine Daycare Nursery that are available for the general use of the charity, with support being given to the deficits of the Family Support Project.

15 Analysis of Net Assets Between Funds

	Unrestricted Funds		Restricted Funds	Total
	PNC	Designated		
	£	£	£	£
Tangible fixed assets	-	283,897	-	283,897
Investments	1	-	-	1
Debtors & prepayments	81,702	-	-	81,702
Cash at bank	78,996	-	54,503	133,499
Creditors	(124,175)	-	-	(124,175)
	<u>36,524</u>	<u>283,897</u>	<u>54,503</u>	<u>374,924</u>

Analysis of Net Assets Between Funds – prior year

	Unrestricted Funds		Restricted Funds	Total
	PNC	Designated		
	£	£	£	£
Tangible fixed assets	-	299,923	-	299,923
Investments	1	-	-	1
Debtors & prepayments	13,998	-	-	13,998
Cash at bank	107,786	-	24,870	132,656
Creditors	(60,034)	-	-	(60,034)
	<u>61,751</u>	<u>299,923</u>	<u>24,870</u>	<u>386,544</u>