

***GATEWAY INTO THE COMMUNITY***  
(A registered Charity)

**CHARITY NUMBER 1093566**

TRUSTEES REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 April 2017

Seahouses Accountancy Service  
Seahouses Hub, Stone Close  
Seahouses  
NE68 7YL

## GATEWAY INTO THE COMMUNITY

### LEGAL AND ADMINISTRATIVE INFORMATION

NAME OF CHARITY: Gateway into the Community

REGISTERED No.: 1093566

TRUSTEES: Mrs Rosemary Theobalds (Chair)  
Mrs Susan Sherwen  
Mr Timothy Raine  
Mr David McNally  
Ms Caroline Harris  
Ms Tessa Bolt  
Ms Jennifer Allaker (elected 09/11/2016)  
Mrs Eleanor Gallagher (elected 07/09/2016)  
Mrs Joyce Winder (elected 27/09/2017)  
Mr Bev Smy (resigned 22/02/2017)  
Mrs Brenda Nimmin (deceased 04/02/2017)

PRINCIPAL OFFICE: 3 St Marys Wynd  
Hexham  
Northumberland  
NE46 1LW

INDEPENDENT EXAMINER: Seahouses Accountancy Service  
Seahouses Hub, Stone Close  
Seahouses  
NE68 7YL

BANKERS: Unity Trust  
Nine Brindleyplace  
Birmingham  
B1 2HB

## GATEWAY INTO THE COMMUNITY

<b>CONTENTS</b>	<b>Page</b>
Trustees Report	1 - 5
Independent Examiners Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 - 15

## **TRUSTEES REPORT FOR THE YEAR ENDED 30 APRIL 2017**

### **Introduction**

The trustees present their report and the financial statements for the year ended 30 April 2017.

The trustees have prepared the annual report and financial statements in accordance with the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in January 2015.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governance**

Gateway into the Community is a registered charity. Its Constitution was adopted on 10 April 2002 and amended by special resolution on 30 July 2014. The principal activity of the charity is to support, promote and encourage the provision of facilities for recreation, learning and other leisure time opportunities, for people living in West Northumberland who have a learning disability, with the object of improving their quality of life.

#### **Trustees**

The Management Committee comprises a minimum of four and a maximum of twelve Trustees, who are charity trustees for the purpose of charity law.

Membership of the charity is open to all people with a learning disability who are resident or receiving education or care or otherwise relevantly active in West Northumberland and at least 50% of the Trustees are members of the charity. Trustees are elected by the members at the Annual General Meeting and, if willing to stand, offer themselves for re-election each year. The officers of the charity for the ensuing year are nominated and elected (by ballot if necessary) at every AGM.

#### **Trustee Induction and Training**

A Trustee Information Pack is available to potential and new Trustees. Potential Trustees are invited to attend a Trustee meeting to find out more about the workings of the Management Committee and the governance of the charity, after which they may feel better informed to make the decision to become a Trustee.

New Trustees are introduced to the charity, their legal obligations under charity law, the content of the governing document, the Trustees and the decision-making process, the business plan and financial performance of the charity during an induction period soon after appointment. Trustees are also encouraged to attend appropriate training events that will support effective conduct in their role.

#### **Risk Management**

Where appropriate, policies and procedures or systems have been put in place to mitigate the risks the charity might face. Significant external risks to funding, and the nature of funding across the Community and Voluntary Sector, have led to the development of a long term strategic plan including the identification of priority activities in relation to income generation.

Policies and procedures exist to ensure compliance with health and safety of all staff, volunteers and beneficiaries of the charity. This includes the provision of adequate insurance



## GATEWAY INTO THE COMMUNITY

cover and risk assessment of all charitable activities. These policies and procedures are reviewed annually or more frequently, on change of circumstances, to ensure that they continue to meet the needs of the charity.

### OBJECTIVES AND ACTIVITIES

The principal activity of the charity is to support, promote and encourage the provision of facilities for recreation, learning and other leisure time opportunities, for people living in West Northumberland who have a learning disability, with the object of improving their quality of life.

Gateway into the Community supports people who have learning disabilities, and live in West Northumberland, to take part in a broad programme of leisure and learning opportunities.

When planning our activities for the year, we have had regard to the Charity Commission's guidance on public benefit. We work to ensure that the inclusion of people who have learning disabilities is enjoyable and beneficial to everyone. We support integrated activities whenever possible.

### Achievement and performance

This has been another busy and exciting year for Gateway into the Community:

**Groups** – 14 different groups, 3 youth, 3 social, 5 sporting, computer club, choir and healthy living, have continued to thrive, with an average attendance of about 15 members. We now have more than 200 members and work with 110 people on a weekly basis, some of whom attend multiple groups. This year, we have also run two older persons' groups, in Hexham and Prudhoe, and a hugely successful therapeutic art course for people with behavioural difficulties or complex health problems in addition to learning disabilities. The art course culminated in an exhibition at the Forum Cinema café, which attracted the interest of many members of the public for the quality of the work.

**Activities** have continued to grow this year: trips out for meals; camping and other residential visits, including an integrated event with Tynedale Youth Forum, for contributions to which, four of our young people won awards; day trips to Alnwick Castle, the Lake District and greyhound racing; a dance performance at the Hexham Abbey Festival 150 project; and our ever-popular discos. The Gateway Gladiators five-a-side football team played in the FA People's Cup and won first place level three in the Newcastle Development League. We have continued to follow up members' suggestions for future activities from our recent Away Day for members, families and carers.

**Training** – An LA7 ESF Community Grant enabled us to provide an ASDAN accredited Personal and Social Development course which will enhance the employability skills of 8 members.

**Partnerships** – We have worked with, among others, Newcastle United Foundation, Northumberland Cricket Board, Sportivate, Dukeshouse Kingswood, Hexham Squash, Tennis and Canoe Clubs, Elvaston Bowling Club, Hexham in Bloom and Edible Hexham. We really value these links, which make our members part of the local community.

## GATEWAY INTO THE COMMUNITY

**Organisation development** – Gateway into the Community was thrilled to achieve a Weston Charity Award in 2015. This provided an opportunity to work with Pilotlight, an organisation which matches charities with teams of business and financial leaders to support planning for sustainability and growth. As a result of this work, we began to develop a new business plan, to include fundraising and marketing strategies and a timeline of activities. We were approached to enlarge our Individual Support Service and identified the need to increase the size of our premises or to relocate, before this could happen.

On 27 April 2016, members passed a Special Resolution to establish a Charitable Incorporated Organisation and transfer all the assets and liabilities of the unincorporated charity Gateway into the Community to the new CIO.

### Plans for Future Periods

On 24 August 2017, two of the Trustees completed a 10 year lease, with a tenant's break option at the end of the third or fifth year of the term, on a property in central Hexham to be held in trust for the charity Gateway into the Community. We have moved all our operations, with the exception of the Prudhoe groups, into these much larger premises.

We have started a small Day Service and increased our Individual Support Service, as part of plans to diversify our income streams and become a more sustainable organisation.

We intend during the year to complete the process of conversion to a CIO.

We were successful in obtaining funding from the Fresh Ideas Fund, a legacy of the Northern Rock Foundation, for a development worker to research a proposed new Education Service, plan the programme of activity, market the courses and lead on their initial delivery.

We wish to develop what we do and grow the organisation, in order to fulfil the unmet needs of people with learning disabilities in West Northumberland.

### FINANCIAL REVIEW

The charity remains grateful for the help and support given by government agencies, charitable trusts and other sources of fundraising and donations.

The charity generates a significant proportion of its income from personal support fees. Total income, including these fees, grants, fundraising and donations, in the year ended 30 April 2017 was £230,809 (2016: £228,316).

Total costs were £231,534 (2016: £226,641), and as a result the charity incurred a very small deficit for the year of £725 (2016: £5,675 surplus). Payroll costs, which represent the significant part of the charity's costs, increased slightly over the year to £165,676 (2016: £160,080).

Total funds at 30 April 2017 were £87,027, of which £75,430 was held in cash. Of the total funds at 30 April 2017, £46,733 related to unrestricted funds (2016: £51,527).



## **GATEWAY INTO THE COMMUNITY**

The charity also recognises the valuable contribution made by individuals and supporters under our regular giving schemes.

### **Grant Making Policy**

The Charity does not make grants.

### **Investment Policy**

The charity holds no investments, other than reserve funds held in interest bearing bank deposit accounts, and as such has no formal investment policy.

### **Reserves Policy**

The Trustees aim to have a reserve of sufficient unrestricted funds to cover three months' operating costs, plus exit charges. This figure has been identified following consideration of the main financial risks to the charity. At 30 April 2017 unrestricted funds held amounted to approximately 2.4 months' operating costs, and therefore this policy has not been met.

The strategy is to continue to build reserves through economies of scale wherever possible, suitable cost control, and seeking additional funding to meet essential expenses which underpin the provision of service to members. The Trustees regularly review the level of unrestricted reserves at Management Committee meetings.

### **Statement of Trustees' Responsibilities**

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year; in preparing those financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the charity will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## GATEWAY INTO THE COMMUNITY

### **Responsibilities of the Trustees**

Trustees who served during the year and up to the date of this report are set out under Legal and Administrative Information. In accordance with charity law, as the charity's Trustees, we certify that:

- so far as we are aware, there is no relevant information of which the charity's examiner is unaware; and
- as Trustees we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant accounts information and to establish that the charity's examiner is aware of that information.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in January 2015).

Approved by the Trustees on 24<sup>th</sup> January 2018 and signed on their behalf by:

Rosemary Theobalds, Chair



## GATEWAY INTO THE COMMUNITY

### INDEPENDENT EXAMINERS REPORT ON THE UNAUDITED FINANCIAL STATEMENTS TO THE TRUSTEES OF GATEWAY INTO THE COMMUNITY.

I report on the accounts of Gateway into the Community for the year ended 30 April 2017, which are set out on pages 6 to 14.

#### **Respective responsibilities of trustees and examiner**

The trustees of Gateway into the Community are responsible for the preparation of the 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.

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

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) 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 statement below.

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

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- (i) to keep accounting records in accordance with section 130 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Act, and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- have not been met; or to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Richard Alsept  
Chartered Accountant  
Seahouses Accountancy Service  
Seahouses Hub, Stone Close  
Seahouses  
NE68 7YL

24<sup>th</sup> January 2018

GATEWAY INTO THE COMMUNITY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 April 2017

		Unrestricted Funds	Restricted Funds	Total y/e 30 April 2017	Total y/e 30 April 2016
	Note	£	£	£	£
<b>INCOME</b>					
Donations and Gifts	3	18,777	-	18,777	22,224
Grants received	3	11,100	83,220	94,320	101,515
Charitable activities	3	112,989	4,683	117,672	104,484
<i>Investment income:</i>					
Interest received		40	-	40	93
<b>Total Income</b>		<b>142,906</b>	<b>87,903</b>	<b>230,809</b>	<b>228,316</b>
<b>EXPENDITURE</b>					
Charitable activities	4	147,700	83,834	231,534	222,641
<b>Total Expenditure</b>		<b>147,700</b>	<b>83,834</b>	<b>231,534</b>	<b>222,641</b>
Net Income/(expenditure)		(4,794)	4,069	(725)	5,675
Transfer between funds		-	-	-	-
Net Movement in Funds		(4,794)	4,069	(725)	5,675
Funds Reconciliation: Fund balances brought forward		51,527	36,225	87,752	82,077
<b>Fund balances carried forward</b>		<b>46,733</b>	<b>40,294</b>	<b>87,027</b>	<b>87,752</b>

The statement of financial activities includes all gains and losses in the year / period.  
All incoming resources and resources expended derive from continuing activities.

# GATEWAY INTO THE COMMUNITY

## BALANCE SHEET AS AT 30 April 2017

	Notes	April 2017 £	£	April 2016 £	£
FIXED ASSETS	2		-		-
CURRENT ASSETS					
Debtors	5	17,934		19,256	
Cash at bank and in hand		<u>75,430</u>		<u>74,306</u>	
		93,364		93,562	
CURRENT LIABILITIES					
Amounts falling due within one year	6	(6,337)		(5,810)	
Net Current Assets			87,027		87,752
NET ASSETS			<u>87,027</u>		<u>87,752</u>
Restricted Funds	10	40,294		36,225	
Unrestricted Funds		46,733		51,527	
TOTAL CHARITY FUNDS			<u>87,027</u>		<u>87,752</u>

These financial statements were approved by the Board of Trustees on 24<sup>th</sup> January 2018 and signed on its behalf by:

.....

Rosemary Theobalds, Chair

.....

Timothy Raine, Trustee



## **1 ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

### **a. Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the provisions of Financial Reporting Standard 102, Section 1a Small Entities, and the Charity Statement of Recommended Practice, (Charities SORP (FRS 102) 2015), as well as the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

### **b. Fund accounting**

Unrestricted funds are incoming resources received or generated for charitable purposes. They are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

Restricted funds can only be applied for a particular purpose as defined within their objects.

### **c. Income**

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income which is received by way of grants, donations and gifts to the charity is included in full in the Statement of Financial Activities upon receipt. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Bank interest and other investment income is included when receivable.
- Income from charitable activities is derived from contracts and service agreements, and is accounted for as the charity earns the right to consideration by its performance.

Gift Aid receivable is included in income when there is a valid declaration from the donor.

Volunteers – the value of any volunteer help received is not included in the accounts, but is described and acknowledged in the Trustee's report.

### **d. Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes unrecoverable VAT.

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Operation and development of the charity includes all costs incurred by the charity in the delivery of its activities and services.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees.

## GATEWAY INTO THE COMMUNITY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 April 2017

#### e. Fixed assets

Fixed assets are stated at cost less accumulated depreciation. All items with a useful life of more than one year, and a cost of at least £500 are capitalised. Depreciation is provided at rates calculated to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Plant and Equipment	-	33% straight line
Vehicles	-	33% straight line

#### f. Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### g. Trade debtors

Trade debtors are amounts due from funders for merchandise sold or services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

#### h. Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities. Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

# GATEWAY INTO THE COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 April 2017

## 2. Tangible Fixed Assets

	Fixtures, Fittings & Equipment £	Total  £
<b>Cost</b>		
As at 1 May 2016	12,728	12,728
Additions	-	-
As at 30 April 2017	<u>12,728</u>	<u>12,728</u>
<b>Depreciation</b>		
As at 1 May 2016	12,728	12,728
Charge for year	-	-
As at 30 April 2017	<u>12,728</u>	<u>12,728</u>
<b>Net book value</b>		
<b>At 30 April 2017</b>	<u>-</u>	<u>-</u>
 At 30 April 2016	 <u>-</u>	 <u>-</u>



# GATEWAY INTO THE COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 April 2017

### 3. Income

	Unrestricted Funds	Restricted Funds	Total y/e 30 April 2017	Total y/e 30 April 2016
Activities, <i>Gifts and Donations</i>	£	£	£	£
Activities	1,154	-	1,154	1,573
Fundraising	898	-	898	113
Gifts and Donations	10,304	-	10,304	13,696
Group fees	6,421	-	6,421	6,842
	18,777	-	18,777	22,224
<b><i>Charitable activities</i></b>				
<i>Grants received:</i>				
Barbour Foundation	-	1,000	1,000	-
CN Group Charitable Trust	-	1,000	1,000	-
EC Graham Charitable Trust	-	5,000	5,000	-
European Social Fund	-	6,756	6,756	1,366
Dan Maskell Tennis Trust	-	1,500	1,500	-
D'Oyly Carte Charitable Trust	-	2,760	2,760	-
Garfield Weston Foundation	-	30,000	30,000	-
Hedley Denton Charitable Trust	-	500	500	-
Henry Smith Charitable Trust	-	7,500	7,500	30,000
Joicey Trust	-	3,000	3,000	3,000
Kellett Fund	-	20,204	20,204	17,058
Leathersellers' Company	7,500	-	7,500	7,500
Masonic Charitable Trust	-	3,000	3,000	-
Persimmon Homes	-	1,000	1,000	-
Weston Charity Award	3,600	-	3,600	5,600
Esmee Fairbairn Foundation	-	-	-	19,980
Sobell Foundation	-	-	-	5,000
Other grants received	-	-	-	12,011
<i>Contract income:</i>				
Contract Income Received	3,994	4,683	8,677	6,890
<i>Personal Support:</i>				
Personal Support Fees	108,995	-	108,995	97,594
	124,089	87,903	211,992	205,999
<b><i>Interest receivable</i></b>				
Bank interest receivable	40	-	40	93
	40	-	40	93
<b>Total</b>	<b>142,906</b>	<b>87,903</b>	<b>230,809</b>	<b>228,316</b>

# GATEWAY INTO THE COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 April 2017

### 4. Expenditure

	Unrestricted Funds	Restricted Funds	Total y/e 30 April 2017	Total y/e 30 April 2016
	£	£	£	£
<b>Charitable Activities:</b>				
<i>Projects:</i>				
Activities and Events	501	8,070	8,571	5,123
Other project costs	2,020	1,916	3,936	5,069
<i>Staff Costs:</i>				
Salaries	47,395	54,700	102,095	103,314
Sessional and support costs	55,579	-	55,579	47,856
Employers NIC	3,977	-	3,977	5,958
Employers Pension costs	4,024	-	4,024	2,953
<i>Other Staff Costs:</i>				
Health and Safety	1,137	1,138	2,275	2,275
Staff Clearance	124	-	124	53
Training	15	1,103	1,118	70
Travel and expenses	17,541	3,169	20,710	20,458
<i>Property Costs:</i>				
Insurance	300	210	510	484
Rent	9,901	2,007	11,908	11,818
Room Hire	1,484	9,867	11,351	11,235
<i>Volunteer Costs</i>	404	5	409	343
<i>Office Costs</i>	2,247	1,104	3,351	3,627
<i>Bank Charges</i>	203	-	203	153
<i>Licences and subscriptions</i>	598	545	1,143	1,602
	<b>147,450</b>	<b>83,834</b>	<b>231,284</b>	<b>222,391</b>
<i>Governance</i>				
Professional fees	250	-	250	250
	<b>250</b>	<b>-</b>	<b>250</b>	<b>250</b>
<b>Total</b>	<b>147,700</b>	<b>83,834</b>	<b>328,587</b>	<b>222,641</b>

# GATEWAY INTO THE COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 April 2017

### 5. Debtors

	30 April 2017 £	30 April 2016 £
Trade Debtors	16,088	17,464
Prepayments	1,846	1,792
Total	<u>17,934</u>	<u>19,256</u>

### 6. Creditors: amounts falling due within one year

	30 April 2017 £	30 April 2016 £
PAYE and NIC	1,953	1,672
Creditors & accruals	4,384	4,138
Deferred grants	-	-
Total	<u>6,337</u>	<u>5,810</u>

### 7. Staff costs and numbers

During the financial period the company had a maximum of 20 employees and their remuneration was made up as follows:

	2017 £
Salary and wages	157,674
National insurance costs	3,977
Employer pension costs	4,025
Total	<u>165,676</u>

No employee received emoluments of more than £60,000.



# GATEWAY INTO THE COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 April 2017

## 8. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	-	-
Current Assets	51,060	42,304	93,364
Creditors	(4,327)	(2,010)	(6,337)
Total	<u>46,733</u>	<u>40,294</u>	<u>87,027</u>

## 9. Remuneration of management committee

Trustees received no remuneration, other than the reimbursement of expenses properly incurred in relation to attendance at meetings and charity activities.

## 10. Fund balances

	Balance 1 May 2016 £	Incoming Resources £	Resources Expended and transfers £	Balance 30 April 2017 £
Unrestricted Funds	51,527	142,906	147,700	46,733
Restricted Funds	36,225	87,903	83,834	40,294
	<u>87,753</u>	<u>230,809</u>	<u>231,534</u>	<u>87,028</u>

# Annual Report 2017

Registered Charity 1093566



## Our New Den!

Gateway into the Community

3 St Mary's Wynd

Hexham

Northumberland

NE46 1LW

Tel: 01434 607653

E-mail [gatewayintothecommunity@btconnect.com](mailto:gatewayintothecommunity@btconnect.com)

Website [www.gatewayintothecommunity.co.uk](http://www.gatewayintothecommunity.co.uk)

Facebook Gateway into the Community



## Chair's Report – January 2018

When I wrote the Chair's Report for the 2017 Annual Report, none of us could have imagined how much would change in just a year!

We knew that the building we used as the Den and activities' room was to undergo some major structural changes and refurbishment, but we thought we would still be there in 2018. However, in July, our Coordinator, Fiona, saw that a town-centre building formerly used by Newcastle and Northumberland Colleges was on the market (for rent, that is), the first and second floors and the Management Committee, together with Fiona, viewed it, did the sums, and decided to register our interest.

In August, we moved in! The move in itself demonstrated the amazing commitment and devotion which members, staff, sessional workers, volunteers, parents and friends have for Gateway into the Community, and an enormous amount of furniture and 'stuff' was moved to the New Den in a short space of time after staff and members had painted walls and all those necessary changes to make a place your own. This commitment has continued, and we now have as a bonus a shop front with changing displays from members' work and imagination which already attract favourable attention from passers-by.

The huge amount of space has allowed us to develop and increase our individual support work as well as enabling us to move the Office there and still have space for our indoor courses and activities such as the therapeutic art group (which, incidentally has mounted its second exhibition in the Forum Cinema Café), the Older Persons' group and the Performance group which produced a Christmas Show for parents and friends. They look forward to doing more of this. There is still space for the 18 -25 Leisure Group with music, the Wii, and Pool.

Fiona, Julia, Sharyn, recently promoted to Day Services Manager and Jo, recently promoted to Development Manager, are to be congratulated and praised for their hard work over the move, their courage and imagination, and we are confident as a Management Committee that Gateway into the Community will go from strength to strength in the coming years.

Whilst all this has been going on, Julia has been developing her management and business skills, and we have two new trustees, with one undergoing First Trusteeship training and mentoring. We have not been able to replace Bev, our treasurer who resigned after 12 years following last year's AGM, but Gabby, our administrator has continued to provide accurate and helpful financial information for Management Committee Meetings.

As Chair, I feel privileged to be part of this amazing Organisation, and as I always say, pictures speak louder than words, so do look at the rest of the Report and enjoy it!

Rosemary Theobalds





## Coordinator's report

What an exciting year! We saw an opportunity for Gateway into the Community to become more sustainable by having the room to develop our services and we found the courage to go for it. It was a team decision by the trustees and staff but could not have gone ahead without the commitment and support of our members, their families, friends and carers. We have received very generous support, financial, practical and the clearing of many a garage or attic to provide us with the means to make this step up. I would like to offer my thanks to everyone who made the move happen for their help and support.



Never too young



Who needs a van?



I will have it pink.

At last year's AGM we awarded the first Brenda Ninnim Award for kindness and consideration. The award was given to Christopher Marshall, being congratulated here by Brenda's husband Peter. The award will be presented again at this AGM.



Well done Chris!



Despite all the excitement of the move we managed to keep the groups and courses going. We are proud of our members' achievements over the year.



**Social and Personal Development  
Residential**



**Therapeutic Art Course Trip**

We will be celebrating our 20<sup>th</sup> birthday in 2018 and will combine it with the official opening of the New Den.

We are also rebranding after a consultation with Team Illuminate from Northumbria University who have designed our new logo and colours



**Team Illuminate with Fiona**



**The new Logo**

We said a sad good bye to Mandy Oliver, our Voicebox tutor. The choir had been together for 17 years.





## Individual Support

At Gateway into the Community our individual support service has expanded since we moved into our new facilities. We occupy a separate self-contained wing on the 1<sup>st</sup> floor of our new building, also referred to as the flat. The flat contains a large sitting room with sofas, TV, snooker table, craft resources and a Wii games console. In addition, there is a separate area within this room which is given over to sensory items such as cushions and massage equipment. The other rooms are occupied by two of our young people full time and we also have a kitchen diner where our members have the opportunity to learn, develop skills and increase independence.

The members who use our individual support service also have the chance to join in the groups that we run such as disability sports, youth and social groups. This enhances their social skills and confidence. Furthermore, our members take part in activities which accommodate their needs on a weekly basis, offering routine and security. These activities comprise of swimming, fitness at Newburn Leisure Centre and the sensory rooms at the Alan Shearer Centre as well as visiting local landmarks.

We hope to improve our kitchen area in the flat in the near future so that we can incorporate more units and workbench space. This would allow members to prepare a greater variety of meals and use a larger array of cooking equipment which would embed further important life skills and the ability to make healthy choices.

At present, we are in the process of setting up individual profiles which will include specific targets and achievements. Our members are supported to choose their goals and encouraged to think about how they might achieve them. We look forward to a fun and exciting year.

Joanne Robinson: Development Manager.

### Some of our members enjoying different activities:



Happy Katy



Tom the Artist



Baking Georgia





## Day Service

It's been a busy time for Gateway, with lots of things happening in our new building. One of the things happening is the launch of our New Day Service that we now offer 4 days per week. We occupy part of the top floor of our new building. It's a lovely big room where we are able to spread out and use the space well. It's packed with fun things to do and lots of learning opportunities.

We have 6 young people who attend at various times during the week, not all at the same time. We have developed this service as there was a need for a smaller bespoke service within the local area, as identified by some parents. We have worked with our young people to offer a wide range of activities that will not only be enjoyed, but will benefit and improve their lives and independence. Our Activities include visiting the Gym, Swimming, Bowling, Travel and transport training, Cooking, Shopping trips, Arts and Craft. We have linked into other Gateway activities and have joined the Sports group and Football training with the Newcastle United Foundation coaches. We have just bought some great new IT equipment which is being enjoyed by everyone.

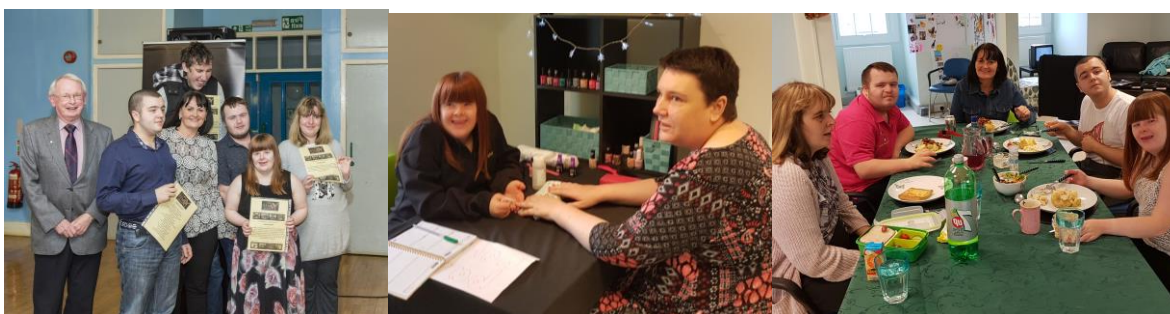
The group has worked on The Gateway Facebook page and enjoy spreading the news and we have also taken charge of decorating the front window, showing the public how creative we are. There have been some great displays and we are looking forward to future projects. We support 2 of our young people in their work experience placements. We even have a Nail Bar where people are able to come and have their nails manicured by Rachel on Friday afternoons. Bookings are available.

Unfortunately, at the moment we don't have a suitable kitchen. However, we have secured some funding (Northumberland Community Chest & The Tynedale Lions) and have further applications in the pipe line. So hopefully we should have a bright shiny new kitchen by the end of the summer.

We are currently planning and working on setting up care plans and individual learning goals and targets. We still have work to do in this area but we have come a long way in a short time and the future is very exciting.

Finally, I would like to thank all of our young people for all of their hard work and enthusiasm. They were recently all awarded achievement certificates by the Tynedale Youth Forum, to recognise their hard work.

Sharyn Castelow Day Service Manager





## Gateway into Health and Leisure

This has proved to be a time of health and well-being for Gateway into the Community in many different ways.

Through our sports, social, leisure and specialist groups we are able to meet the different needs of our members. The social and youth groups are invaluable for many as they are a weekly activity where members know they will be able to meet their friends and be part of something where they sense they belong.

Gateway really is a community and offers people with learning disabilities a place where they feel valued and happy.

Our sports groups are continuing to go from strength to strength with support from Northumberland Cricket Board. Over the year we have delivered fantastic sports days at Tynedale Cricket Club.



Sport on The Sele



Sports Day at The Cricket Club

As well as an outdoor cricket programme we are also taking part in an indoor Table Cricket League with Tom Cant NCB and sports leaders from Queen Elizabeth High School. Football with Newcastle United Foundation has also continued.



Table Cricket at the Torch



The Women's Football Group



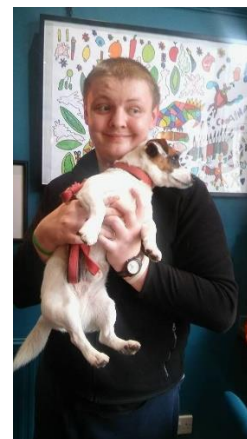
We enjoyed a very successful therapeutic art course which resulted in a fantastic exhibition at the Forum. We would like to say a huge thank you to Sarah Greaves and Janet Hodges who delivered the sessions.



Andrew's self portrait



Charlie's Eagle



Tom's inspiration

We now have a Performing Arts Group who had their first performance before Christmas at our New Den. What a fantastic evening of fun and laughter. Huge well done to all our performers.



The Crocs' Christmas Quest



The Demon Dentist

## A Special Thank You

To our Trustees

Rosemary Theobalds, Sue Sherwen, Tim Raine, David McNally, Tessa Bolt, Caroline Harris, Jen Allaker, Eleanor Gallagher and Joyce Winder for supporting the move to the new Den and all their work with the organisation throughout the year.

To our Staff and Volunteers

For providing a service of which we can all be proud. Some of the staff and volunteers have been involved since 1998, some have just started but they are all valued for their commitment to Gateway.





## Funders

Barbour Foundation

D'Oyly Carte Charitable Trust

Duke of Northumberland's Charity

E C Graham Belford Charitable Trust

Fitton Trust

Garfield Weston Foundation

Greggs Foundation

Hadrian Trust

Hedley Denton Charitable Trust

Hexham Courant

Hexham Trinity Methodist Church

Joan Strutt Charitable Trust

Joicey Trust

LA7 ESF Community Grant - funded through The Skills Funding Agency (SFA) and the European Social Fund (ESF)

Leathersellers' Company Charitable Fund

Lions Club of Tynedale

Lycetts Charity

Masonic Charitable Foundation

Northumberland Cricket Board

Osbit Limited

Steven Bloch Image of Disability Charitable Trust

St Mary's Guild

Tula Trust

and through the Community Foundation Tyne & Wear and Northumberland:

Esmée Fairbairn North East Fund

Kellett Fund

Roland Cookson Fund

Winter Family Fund

Prudhoe Town Council and Prudhoe Co-operative charity contributions supported Prudhoe Leisure Group

**Thank you to everyone who gave personal donations of money, time and goods. We really appreciate your help and support.**