

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

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.

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

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
Edna Meager
Sandra Eaves

LATCHFORD EAST COMMUNITY & RESIDENTS ASSOCIATION:

Barry Massey
Joan Grant
Eddie Grant
Sharon Bickerdike

WARRINGTON BOROUGH COUNCIL:

Hans Mundry
Karen Mundry
Naomi Wright
John Ryan

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

DIDA GOODE
JOHN GOODE
SHARON BICKERDIKE
NAOMI WRIGHT

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

CHARITY NUMBER 1145008

INDEPENDENT EXAMINER. CORIN TRIVASS

REPORT OF TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2017

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 2017. 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 2017 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 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 13th June 2018 and signed on their behalf by.

Dida Goode Chairperson

REPORT OF THE INDEPENDENT EXAMINER

I report on the accounts of the Company for the year ended 31st December 2017, 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 17/4/18

Saint Margaret's Community Centre						
For 31 12 2017						
Registered Charity 1145008						
Co No 7647873	Year to Date		Budget for			
INCOME	Actual	Budget Mthly	Variance	Year	Notes (variances in brackets means worse than budget)	
Funder 1	13,924	13,000	924	13,000		
Funder 2	22,536	20,000	2,536	20,000		
Donations	3,963	3,600	363	3,600	31 December 2017 Current Account = £27272.84	
Computer Drop In	-	-	-	-	31 December 2017 Reserve Account = £3115.81	
Other Fundraising	-	300	(300)	300	Total in Accounts at 31st December 2017= £30388.65	
Room Hire	22,718	13,000	9,718	13,000		
Café	10,831	7,000	3,831	7,000		
Other Sales	-	100	(100)	100		
Other Income	-	500	(500)	500		
TOTAL INCOME	73,972	57,500	16,472	57,500	Balance at start of year	
					£19,663	
EXPENDITURE						
Staffing	Plus income of £73,972					
Wages	30,340	30,000	(340)	30,000	93,635	
Training and Travel	-	100	100	100		
Premises	Minus expenditure of					
Building Mtc, Cleaning, Hygiene	1,599	3,000	1,401	3,000	66,362	
Equipment Tests & Mtc	1,757	1,000	(757)	1,000		
Heating & Lighting	4,100	5,000	900	5,000	Balance at year end 31 12 17	
Security	754	800	46	800	27,273	
Administration	Reserve account Year end 31 12 2017					
Advertising	474	300	(174)	300	3,115	
Insurance	1,383	1,500	117	1,500		
Phone & Internet	1,263	1,000	(263)	1,000		
Post, Print & Stat	1,029	300	(729)	300	Total in all account 31 12 2017	
Professional Fees	1,627	1,500	(127)	1,500	30,388	
Sundries	6,809	100	(6,709)	100		
Activities						
Café Stock	2,470	5,000	2,530	5,000		
Fundraising (Providing Activities)	12,757	15,000	2,243	15,000		
TOTAL EXPENDITURE	66,362	64,600	(1,762)	64,600		
SURPLUS/(DEFICIT) to date	7,610	(7,100)	18,233	(7,100)		
Balance at Bank	27,272.84					

17/4/18

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✓ 17/4/18

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 St Margaret's have been lucky again to secure funding of a further £10,000 funding towards the wages for their coordinator to be employed part time. Part of this funding from Cheshire Community Foundation was that we work with Cheshire Connect to create a Business plan going forward. Coordinator is currently working with Business contact Carol Thompson to produce this. The Latch Ford Big Local Partnership has provided much needed funding to St Margaret's for project based activity in the area enabling the other funds to be used on the bills and upkeep of the building whilst carrying out our charitable activity.

RESERVES POLICY / CLOSURE PROCEDURE.

The charity has in place a policy. If our funds, which are reviewed monthly, decrease to £9000 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.

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 and have aided and supported the groups who use the centre to the best of our ability. We continue to improve the accessibility to the centre and are attracting more footfall over each passing year.

St Margaret's over 60s group—, Run by Margaret Isherwood and Marion Ken,t 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.

Credit Union – The Credit Union are continuing to go from strength to strength and have this year merged with other credit unions to become Warrington Credit Union. They continue to help local people to save and access loans. There have been many new products available from them this year.

Priestly College – Are currently using the centre for their community outreach courses in English and Maths three sessions a week are held here so that people have better access to the courses available.

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,

Latchford Computer Club – This project has been supported for the last two years by The Peoples Health Trust and has attracted many people to come and get support with things such as Job applications and how to save money online. We have a volunteer who works tirelessly at the group helping many people to design posters for their groups and working to help us with any promotion of activities needed.

Hub Cafe

The Café during this year has gone from strength to strength. During this year there was an increase in volunteers in the Café. The café also catered for community events and community Conferences, held at the centre, supplying lunches and light refreshments. This was a great success and means that there are more to be held in the next year. We have a fully competent team of café volunteers who all enjoy the service they provide. Local people have commented on the good service and friendly atmosphere. In July we launched our Luncheon Club which happens each Wednesday where a two course meal is provided with a pot of Tea / Coffee for just £3.50 it is very successful and open to all. Many of our elderly residents access the lunch club and the healthy food and we have had some great feedback. This year along with help from The Latch Ford Big Local and The Community Initiatives Fund, volunteers at the Hub they again successfully put on Christmas party for our children and a very well attended free party for our seniors, plus a luncheon club Christmas Meal.

Latchford Music Makers - is growing its numbers and have performed at venues this year including Stockton Heath Festival, Peace Centre in Warrington, Westy Hall Residential Home, and they also performed at the Pensioners Christmas party and a celebration evening held by The Latch Ford Big Local. The members are gaining confidence each week and the group continue to go from strength to strength.

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

Registered Charity 1145008

Company 7467873

we have worked well in partnership with them to provide much needed services to the local community.

New Groups / Users.

This year has seen the start of a Sewing and Friendship group who meet every second and fourth Saturday each month where a volunteer with many years experience is helping newcomers to learn how to use a sewing machine to do quilting and other similar activity.

We also had the Launch of Little Lotties Tots group run by local ladies for families in the area with children 0-5 it is growing steadily and we have had lots of positive feedback.

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, Golden Gates Housing, 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 2017.

The Café, Luncheon club and the conferences building on success of previous years we held various small conferences in 2017 as well as celebration evenings and a good number of children's birthday, wedding and Christening parties.

The receiving of funding to run some childrens' activities in the centre from The Latch Ford Big Local enabled us to work with young families more than ever and we have now increased the contact with the service users and find they return for other services and activities.

Our Christmas Market was the biggest ever fundraising event we have held with 24 stalls booked in both inside and out with food outlets and activities for the children it went amazingly well with over 250 people visiting during the open hours and over £1000 raised in funds for the centre.

Although a better year again than previous ones we continue to strive for a better future for our local residents by providing as many services as we can for as little cost as possible. We continue to look into services and courses such as our mindfulness course which we hope to run in January of 2018, to fill the gap where community outreach courses have been cut or are restricted. The Coordinator is continually looking at funding and ways of improving the services we provide.

The improvement to our outside lighting funded by a Tesco Bags of Help Grant the lights allow our evening users to leave the centre safely without worry we have had great feedback from all affected by the dark car park previously.

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.

Phillip Austin- Caretaker.

Emma Lyons - Cafe Manager

FUTURE PLANS

Our plans for the next twelve months are to:

- Extend our Cafe and Lunch Club with a supper club in the late afternoons enabling parents to bring the children for a healthy reasonably priced meal.
- 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

We have had another successful year growing week on with Michelles leadership and a wonderful team of volunteers. I would like to thanks Michelle and the team for their dedication and hard work in keeping the centre running every day.

I have enjoyed my time as chair even with the challenges we have faced the charity is moving forward and doing well to support the local community.

Many changes and improvements have been made during this last year which has enabled the centre to run well and smoothly and I hope the centre will continue to provide a safe and welcoming place to all of our local residents well into the future.

I would like to thank all of the committee members for their support over the last year I have enjoyed every minute.



Naomi Wright
Chair 2016-2017