

Whitley Bay Big Local

Trustees' Report and Unaudited Accounts

for the year ended 31st March 2018

Registered Charity No. CE010450

Whitley Bay Big Local

Contents

1. Legal and Administrative Information
2. Trustees' Report
3. Independent Examiner's Report
4. Statement of Financial Activities
5. Balance Sheet
6. Notes to the Accounts

Whitley Bay Big Local**Legal and Administrative Information****Trustees:**

Alan Dickinson
Jessica Burns
Alice Adams
Helen Frankenberg
Marie-Louise O'Hanrahan
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Contact Address:

305 Whitley Road
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NE26 2HU

Independent Examiner:

P. S. Hutchinson BSc FCA
Harrison Hutchinson Ltd
246 Park View
Whitley Bay
NE26 3QX

Whitley Bay Big Local

Trustees' Report

for the year ended 31st March 2018

Structure , governance and management

The charity is constituted as a Charitable Incorporated Organisation registered with the Charity Commission under Registered Charity No.1171848.

The trustees are responsible for the management and administration of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

Objectives and activities

The objects of the charity are:

"To promote for the benefit of the inhabitants of the community of Whitley Bay and, in particular, those inhabitants in need of relief from financial hardship due to their social and/or economic circumstances by associating together the said inhabitants, and the statutory authorities, voluntary and other organisations in a common effort to improve facilities and service provision in the interest of social welfare, community cohesion and improving conditions and life chance for local residents."

The activities of the charity are:

Whitley Bay Big Local is a Big Lottery funded, community-led initiative to enable all who live or work in the Big Local area to get together to improve the community and make the town a place to be proud of.

Whitley Bay Big Local (WBBL) is one of 150 community-led groups throughout England and Wales who have been granted £1 million to be spent over 10 years. The grant is overseen by a national body called Local Trust and used to support people living in a targeted geographical community to identify issues of concern, propose solutions and resource those ideas.

The overall national programme 'outcomes' that we are working towards are:

- Communities will be better able to identify local needs and take action in response to them
- People will have increased skills and confidence, so that they continue to identify and respond to needs in the future
- The community will make a difference to the needs it prioritises
- People will feel that their area is an even better place to live.

The WBBL area has been granted Big Local Lottery funding because it is a "pocket of deprivation" within an affluent area". Areas like ours missed out on funding in the past and the WBBL Partnership Board are committed to making the best possible use of this funding to benefit our whole community.

and our friendly, inclusive and creative community. In January 2013, a group of local volunteers in Whitley Bay took on the challenge of using the Big Local funding to improve our community and our area. Big local as a project arrived at a key moment in our town's history with a unique opportunity to make a real difference.

Our work focuses on three key 'themes':

- Environment - helping to improve how Whitley Bay looks for residents and visitors
- People and Wellbeing - supporting members of our community that need it and improving people's day-to-day lives
- Premises and Engagement - managing activities at the Shop and reaching out to all parts of our community.

On April 1st 2018, WBBL entered the 5th year of Local Trust/National Lottery funded activity, and the 3rd year of its current 3 year plan. The plan was put together in response to community consultation and research and aimed to respond to identified needs and the type of things local people wanted to see happen to improve the town - 'to make Whitley Bay and even better place to live, work and visit'. The plan is there to focus delivery and guide the WBBL Board when making decisions about using the Local Trust/Lottery funding. To date, the profiled expenditure across the plan period is on track - detailed financial reports are available on request.

In Whitley Bay Big Local's first year of operating as a CIO we have built up a number of community activities and projects, some directly delivered, and others delivered by partners, volunteers and local agencies. Whitley Bay Big Local has been operating from a community base at 305 Whitley Road - The Big Local Shop. The Shop provided a space for a range of community activities and drop-ins that grew in both diversity and reputation during 2017/18.

Numerous external organisations have used the space for one-off events and meetings as well as regular programmed specialist activities. Local people have been supported to develop regular and one-off activities, especially those with Small Sparks grants, and to try volunteering in special ways - such as designing and making carnival costumes, buying supplies for Knit and Natter sessions, opening and closing up to accommodate groups, serving refreshments, cooking for others, playing music, running craft sessions, donating clothes and tidying up when everyone has gone.

The shop is also the identifiable base of WBBL in the town centre, where the office area and main space provide a space of meetings and day-to-day business.

A community forum and shop launch event was held in September 2017 - this celebrated community activities that resulted from Small Sparks grants, encouraged involvement and sharing ideas with local people and updated community members/residents on WBBL's work.

Future Plans

During the period of June to December 2018, WBBL's board will enter into a planning phase which will result in a draft plan being submitted to Local Trust for approval and agreement of the next stage of profiled funding. These will be a number of crucial decisions to be taken in respect of what the plan will encompass, what period it covers (e.g. 3 or 5 years) and what, if anything will be developed as a 'legacy project' for WBBL. This decision making will likely influence whether WBBL is a viable organisation in its own right following the initial 10 year Local Trust managed project or not.

To this end, the Board has already started looking at options for developing community assets and how these would be viable and sustainable in the medium to long term. The key piece of work commissioned in 2017/18 and reporting in early 2018/19 was a feasibility study delivered by Social Enterprise Acumen into Community Led Housing and a Community Building/Hub.

The WBBL Board will need to ensure they offer appropriate community consultation opportunities as part of this planning process and there will be a lot of work to do to pull a coherent and viable plan together by December 2018. There are some challenging and exciting times ahead for WBBL.

WBBL will open their own bank account in 2018 and start to manage some of their finances independently.

Financial review

WBBL has secured funding to ensure it has adequate funding to operate for the next 6 years.

Gross incoming resources for the year amounted to £171,292 with £58,101 being carried forward onto the next charity year. The charity has no long term investments. Cash resources are held in a bank account, held and managed on WBBL's behalf by New Prospects Association.

Whitley Bay Big Local

Trustees' report (cont'd)

for the year ended 31st March 2018

Reserves policy

At this stage in the development of the charity there are no reserves as such. A reserves policy will be developed in due course as required.

Investment policy

The charity has no long-term investments. The cash reserves are held by New Prospects Association - WBBL's 'Locally Trusted Organisation'. New Prospects holds and manages a bank account on behalf of WBBL as contracted by Local Trust.

Statement of trustees' responsibilities

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 1. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Approved by the trustees on 2nd October 2018 and signed on their behalf by

Alan Dickinson
Trustee

Whitley Bay Big Local

Independent Examiner's Report to the Trustees of Whitley Bay Big Local for the year ended 31st March 2018

I report on the accounts of the charity for the year ended 31st March 2018 which are set out on pages 4 to 6.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees, as a body, for my work or for this report.

Respective responsibilities of the trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011) and that an independent examination is needed. It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with 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 the course of 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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 accounts to be reached.

P. S. Hutchinson BSc FCA
Chartered Accountant
 246 Park View
 Whitley Bay
 Tyne & Wear
 NE26 3QX

Whitley Bay Big Local
Statement of financial activities
for the year ended 31st March 2018

	Notes	£	Totals 2018 £
Incoming resources			
Incoming resources from generated funds			
Voluntary income	2	6,430	6,430
Activities for generating funds	3	117,034	117,034
Investment income		-	-
Other incoming resources	4	79,967	79,967
Total incoming resources		<u>203,431</u>	<u>203,431</u>
Resources expended			
Costs of generating funds			
Grants and awards	5	23,610	23,610
Shop activities	6	28,038	28,038
Charitable activities			
Donations	7	14,584	14,584
Events	8	37,104	37,104
Governance costs	9	41,994	41,994
Total resources expended		<u>145,330</u>	<u>145,330</u>
Net incoming/(outgoing) resources		58,101	58,101
Reconciliation of funds			
Total funds brought forward		-	-
Total funds carried forward		<u><u>58,101</u></u>	<u><u>58,101</u></u>

The notes on pages 6a to 6d form an integral part of these financial statements

Whitley Bay Big Local

Balance sheet

As at 31st March 2018

	Notes	2018	
		£	£
Current assets			
Debtors	10	58,101	
		<hr/>	
Net current liabilities			58,101
			<hr/>
Net assets		£	58,101
			<hr/> <hr/>
Funds			
Restricted	11		58,101
			<hr/>
		£	58,101
			<hr/> <hr/>

Approved by the trustees on 2nd October 2018
and signed on their behalf by Alan Dickinson

..... Trustee

The notes on pages 6a to 6d form an integral part of these financial statements

Whitley Bay Big Local
Notes to the financial statements
for the year ended 31st March 2018

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005 and applicable UK Accounting Standards and the Charities Act 2011.

Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Investment income is included when received.

Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.

Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Whitley Bay Big Local
Notes to the financial statements
for the year ended 31st March 2018

2. Voluntary income

	2018
	£
Donations	6,430
	<u>6,430</u>

3. Activities for generating funds

	2018
	£
Fundraising events	23,000
Community shop activities	10,000
Benefit advice	834
Credit union	5,200
Supp vulnerable residents	2,000
Barnadoes	10,000
Base - shop	26,000
Delivery - roles	40,000
	<u>117,034</u>

4. Other incoming resources

	2018
	£
Marketing	10,650
Volunteers	5,000
Environment	30,300
Finance fee	1,878
Funds introduced from prior to incorporation	32,139
	<u>79,967</u>

5. Grants and awards

	2018
	£
Grants	22,530
Expenses	1,080
	<u>23,610</u>

Whitley Bay Big Local

Notes to the financial statements

for the year ended 31st March 2018

6. Shop activities

	2018
	£
Shop expenses	2,810
Workers	466
Rent	19,200
Insurance	429
Light and heat	934
Cleaning	689
Repairs	1,404
Advertising and marketing	1,771
Telephone	335
	<hr/> 28,038 <hr/>

7. Donations

	2018
	£
Barnadoes	12,800
Sundry	1,784
	<hr/> 14,584 <hr/>

8. Events

	2018
	£
Projects	1,761
Narrative works	750
Workshops	663
Workers	33,930
	<hr/> 37,104 <hr/>

9. Governance

	2018
	£
Training	180
Computer costs	208
Advertising and marketing	3,027
Caretaker	6,517
Repairs	10,043
Consultancy	17,034
Accountancy	350
Room hire	165
Admin fee	4,195
Board development	275
	<hr/> 41,994 <hr/>

Whitley Bay Big Local

Notes to the financial statements

for the year ended 31st March 2018

10. Debtors

	2018 £
Funds held by third party	46,117
Budget short	11,984
	<u>58,101</u>

11. Restricted funds

	Balance b.fwd	Incoming resources	Resources expended	Balance c.fwd
Prior to incorporation	-	32,139	-	32,139
Donations	-	6,430	(3,604)	2,826
Coordination	-	66,000	(67,775)	(1,775)
Premises and engagement	-	15,650	(11,021)	4,629
Environment	-	30,300	(19,295)	11,005
People and Wellbeing	-	51,034	(43,635)	7,399
Finance Fee	-	1,878	-	1,878
	<u>-</u>	<u>203,431</u>	<u>(145,330)</u>	<u>58,101</u>