



Trustees' Annual Report for the period

From

1 April 2018

To 31 March 2019

Section A

Reference and administration details

Charity name

St Aidan's Community Centre Organisation

Other names charity is known by

Brunton Park Community Centre

Registered charity number (if any) 522040

Charity's principal address

19 Grenville Drive

Brunton Park

Newcastle upon Tyne

Postcode

NE3 5PA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Leigh Geddes	Chair		
2	Jessica Carr	Secretary		
3	Helen Watson	Treasurer		
4	Brian Duell	Property Manager		
5	Simon Watson	Bookings Secretary and Webmaster		
6	Louise McGeary			
7	Ruth Pullan			St Aidan's Church
8	Susie Coates			
9	David Spencer			
10	Howard Cleeve			St Aidan's Church
11	Nicola Hudson			
12	Tracey Gasper			
13	Barrie Todd			St Aidan's Church
14	Chris Watson			St Aidan's Church
15	Julie Seaton			St Aidan's Church

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Tim Bates	Michael Geddes
John Duncan	

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	<p>The management committee consists of:</p> <ul style="list-style-type: none"> • A secretary and treasurer elected at the annual general meeting; • Up to six persons appointed by St Aidan's church; • Other members nominated by the affiliated organisations /elected at the annual general meeting.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote the benefit of the inhabitants of Brunton Park and Melton Park and the neighbourhood without discrimination. To advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants.

To establish, maintain and manage the community centre for the activities promoted by the organisation and its constituent bodies, in the furtherance of the above objects.

The Community Centre Organisation achieves its charitable objectives through maintenance and management of the community centre.

The community centre continues to serve a wide cross-section of the local community. Some of the regular activities hosted in the centre are:

- Fitness groups including zumba, yoga, pilates and ladies' keep fit
- Bridge clubs
- Indoor bowls
- Floral art
- Toddler group
- Performing arts for children
- Snakes & Ladders playgroup
- Parish council meetings
- Cactus club
- Women's Institute
- Residents' groups
- Baby groups including sign language, music and drama
- Karate
- Faith based groups
- Art classes for adults and children

The centre is also available for hire for ad hoc events such as birthday parties.

We have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charities Commission.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

**Summary of
the main
achievements
of the charity
during the
year**

The community centre is run by volunteers. We are proud that we have continued to maintain the centre at a high standard throughout the year.

New stage sound and lighting

Our new stage sound and lighting was installed in summer 2018, financed by a £5,000 donation from Asda.

Autumn fair

The Autumn fair in September 2018 was well supported by our users and the local community, and raised a total of £1,459. In addition we received generous donations from some user groups and individuals. All contributions of time and money are very much appreciated.

The funds raised from the fair go towards the repairs and maintenance of the community centre.

Community Christmas party

The community centre once again hosted a community Christmas party for local people, with help from St Aidan's Church and from Asda, and supported by local volunteers. The tea party included performances from local children, afternoon tea and singing.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our policy is to maintain sufficient reserves to fund repair or replacement of essential items such as the boiler, and to continue to pay our outgoings for about six months if the centre had to close temporarily. It is estimated that this requires a sum of £23,000. The accounts show that we held unrestricted reserves of £32,260 at the year end.

Further financial review details (Optional information)

Sources of income

Our main source of income is from hiring out the community centre to users. This is supplemented by income from the 500 Club and funds raised at the autumn fair. Occasionally we receive other donations and grants.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Leigh Geddes

Helen Watson

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

26 April 2019



St Aidan's Community Centre Organisation

Receipts and payments accounts

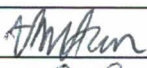
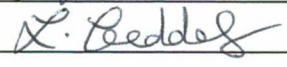
For the period from 1 Apr 2018 to 31 Mar 2019

Registered
charity
522040

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Receipts				
Affiliation fees	5,187	-	5,187	4,933
Contract hires	21,412	-	21,412	23,401
General hires	3,081	-	3,081	4,474
Autumn fair	-	1,459	1,459	1,356
500 Club	-	2,436	2,436	2,432
Interest	78	-	78	61
Other	13	-	13	-
Donation	28	1,049	1,077	6,144
Total receipts	29,800	4,944	34,744	42,801
Payments				
Rates and water	1,380	-	1,380	1,512
Cleaning and waste	9,432	-	9,432	9,410
Insurance	2,090	-	2,090	2,038
Gas and electricity	6,165	-	6,165	5,252
Buildings and grounds maintenance	1,213	8,213	9,426	17,431
Equipment	531	-	531	280
Consumables	1,428	-	1,428	1,226
Printing and stationery	-	-	-	36
Fees	1,777	-	1,777	841
Autumn fair expenses	-	421	421	528
500 Club	-	780	780	810
Other	233	500	733	531
Total payments	24,249	9,914	34,163	39,894
Net of receipts/(payments)	5,551	- 4,970	581	2,907
Cash funds last year end	26,705	5,495	32,200	29,293
Cash funds this year end	32,256	525	32,781	32,200

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	National Savings Investment Account	10,882	-
	Barclays current account	21,291	525
	Cash in hand	85	
	Total cash funds	32,258	525
	(agree balances with receipts and payments account(s))		
B2 Other monetary assets	Debtors	2,420	-
	Payment in advance (PRS licence to March 2020)	818	-
B3 Investment assets	None	-	-
		-	-
B4 Assets retained for the charity's own use	Community centre (2018 sum insured)	-	912,210
	Community centre furniture and equipment	-	-
		-	-
B5 Liabilities	Creditors	1,976	
	March 2019 500 Club prizes	30	
	Receipts in advance	200	
Signed by one or two trustees on behalf of all the trustees	Signature		Date of approval
			9th June 2019
			9th June 2019

Notes to the accounts

Note 1 Restricted funds

Restricted funds are funds that are given to the community centre for a particular purpose. They are accounted for separately to ensure that they are deployed for the purpose for which they were given. Monies raised at the autumn fair and donations towards the autumn fair are treated as restricted, because we advertise that proceeds of the fair go to our repairs and improvement fund.

Repairs and improvement fund

The community centre's main restricted fund is the repairs and improvement fund. Income to the fund comes from the 500 Club and the Autumn Fair, and donations.

Autumn fair expenses and 500 Club expenses (mostly cash prizes) are taken from this fund, and the remainder is spent on repairs and improvement of the community centre.

The balance remaining in the fund at the year end is the amount of 500 Club money for the year 2018 still to be paid out in prizes after 31 March 2019. (This includes the March 2019 prize as there was no March meeting in 2019.)

Repairs and improvement fund	2018/19 £	2017/18 £
Opening balance	5,495	3,495
Income for the year	4,444	9,585
Expenses: 500 Club and autumn fair	-1,201	-1,338
Expenditure on repairs and improvements	-8,213	-6,247
Closing balance	525	5,495

Christmas tea party

This accounts shows donations specific to the Christmas tea party. These are accounted for in a separate restricted fund.

Christmas tea party	2018/19 £	2017/18 £
Opening balance	0	0
Income for the year: donations relating to tea party	500	320
Expenses: tea party expenses	-500	-320
Closing balance	0	0

Note 2 Expenditure on buildings and grounds

The community centre spends a significant amount of its funds on buildings and grounds maintenance. The £9,426 shown in the accounts for the year is made up as detailed below.

	£
New stage lighting	5,124
Boiler and heating repairs and maintenance	1,629
Grounds maintenance	1,122
Lighting repairs and replacements	362
Other (including toilets, painting, joinery)	1,188
Total	9,426

Note 3 Related party transactions

There were a number of transactions during the year between the community centre and individuals who are members of the management committee or who are closely related to members of the management committee. All such transactions are conducted on the community centre's normal terms of business, and hires are at the rates published on the website.

The community centre received income from the following organisations, which are considered to be related parties.

Communikids	Falcons Bridge Club
MADD Club	Heathfield Amenities
Art for NE1	St Aidan's Church

The only payments made to related parties during the year were to St Aidan's church. During the year, the community centre made a regular contribution of one third of the cost of grounds maintenance, and contributed £50 towards the Christmas tree and £100 towards the flower festival.

Note 4 Commitment to future expenditure

We have arranged to have the hall floor sanded and polished in July 2019 at a cost of £1,074.



Section A

Independent Examiner's Report

Report to the trustees	St Aidan's Community Centre Organisation		
On accounts for the year ended	31 March 2019	Charity no (if any)	522040
Set out on pages	1 to 3		

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable 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 statement

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 the 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 material matters have come to my attention (~~other than that disclosed below *~~) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

9 June 2019

Name:

Andrew Bassett FCA

Relevant professional qualification(s) or body (if any):

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

24 Northumberland Avenue, Forest Hall, Newcastle upon Tyne, NE12 9NR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.