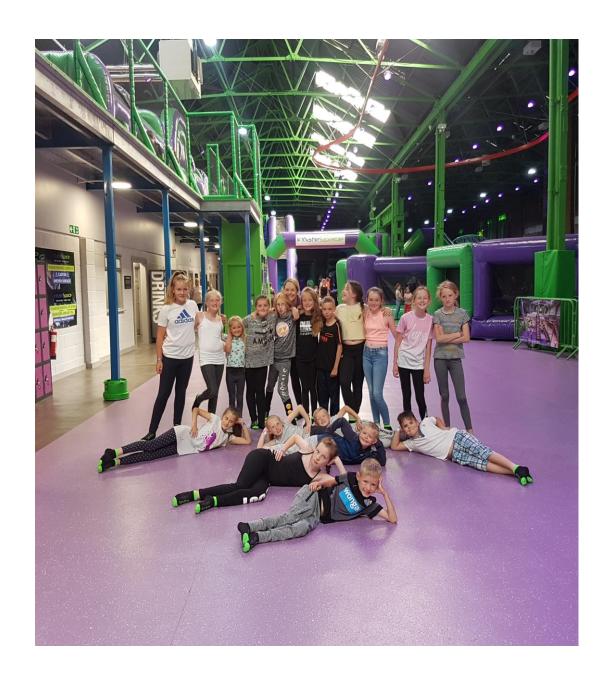
PELTON FELL COMMUNITY PARTNERSHIP



ANNUAL REPORT FOR THE FINANCIAL YEAR 2018/2019



PFCP Annual report for 2018/2019

Chair's Remarks

The Independent Examiner's Report and the accompanying Financial Statement and Balance Sheet indicate the funding that the Partnership has been able to generate. However, it is of considerable concern that the Partnership is so dependent on considerable external funding for its activities for the benefit of the residents of Pelton Fell

Section VI of the Director's report outlines their view of the situation in the next financial year. It is becoming clearer that future external funding will become harder to obtain. As such, the Partnership will need to develop its own independent funds if the services that are available currently are to continue. To that end, it will be seeking the support of residents and others living, working and visiting Pelton Fell to contribute to its charitable aims for the area and so help to continue the development of a successful and vibrant locality.

Jim Carroll Chair



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Annual report for the Financial year 1st April 2018 to 31st March 2019 on behalf of the Board of Directors

I Reference and Administrative Details

I.1 Name of Company/Charity: Pelton Fell Community Partnership,

I.2 Company Registration Number: 06846269 [13th March 2009]

I.3 Charity Registration Number: 1129699 [18th May 2009]

I.4 Registered under the Data Protection Act 1998 {Reg. No. Z3464157}

I.5 Principal/Registered Address: The Brockwell Centre, Craghead Road, Pelton Fell,

Chester le Street, Co. Durham DH2 2NH.

I.6 Membership

I.6.1 Board of Directors/Trustees

Position	01/04/18 to 19/09/18	19/09/18 to 31/03/19	Notes
Chair	Mr. J, Carroll	Mr. J, Carroll	Serve till Sept. 2020
Vice chair	Cllr. Mrs. L. Marshall	Cllr. Mrs. L. Marshall	Serve till Sept. 2021
Secretary	Mr. C. Reynolds	Mr. C. Reynolds	Serve till Sept. 2021
Treasurer	Ms. S. Lines	Ms. S. Lines	Serve till Sept. 2019
Other	Cllr. Mr. S.A. Henig	Cllr. Mr. S.A. Henig	Serve till Sept. 2021
Directors	CBE	CBE	
	Mrs. C. Laverick	Mrs. C. Laverick	Serve till Sept. 2019
	Mr. D. Simpson	Mr. D. Simpson	Serve till Sept. 2021

NOTES:

- (i) The Board comprising the Directors {indicated in Bold above} authorised the signature of the Annual Report at its Meeting held on 18th July 2018
- (ii) Where a name is underlined it shows the Director is a "Community" Director as defined by Article 9.4 of the Articles of Association.
- (iii) Karbon Homes Ltd. and Durham Aged Mineworkers Housing Association can nominate observers to attend Board meetings.

I.6.2 Members

As at 31st March 2019, there were 73 members.

I.7 Senior Member of staff: Ms. D Brown, Lead Youth Worker

I.8 Relevant Organisations

Durham County Council, County Hall, Durham DH1 5UL

Durham Aged Mineworkers 168 Front Street, Chester le Street, Co. Durham DH3 3YH

Housing Association

Karbon Homes Limited, Number Five, Gosforth Park Avenue,

Gosforth Business Park.

Newcastle upon Tyne NE12 8EG

Bank: Unity Trust Bank,

Nine Brindleyplace, 4 Ouzells Square, Birmingham B1 2HB.

Independent Examiner: B. J. Straughan & Partners, Epworth House, & Lucy Street,

Chester le Street, Co. Durham DH3 3UP

Solicitor: Ms. J. Davison

C/o Muckle LLP, Time Central, 32 Gallowgate,

Newcastle upon Tyne NE1 4 BF

II Structure Governance and Management

II.1 Constitution: Articles of Association and Memorandum of Association

[Adopted 5th March 2009]

The Partnership is a Private Limited Company

II.2 Organisation of Committees and meetings

The Board of Directors met on the 3rd Wednesday in the months of May, July, November, January and March. In September it was the 3rd Tuesday

The Annual General Meeting 2018 was in September on the 3rd Tuesday.

- II.3 Existing Partnership Administrative Policies and procedures are:
- (A) Code of Conduct {Reference A1}; Confidentiality {A2}; Conflict of Interest {A3]; Declaration of Interest {A4}; Reduction in Noise at, and dispersal from, the Brockwell Centre {A5}; Public Interest Disclosure ("Whistleblower's Policy") {A6}; Complaints from the Public {A7}.
- (B) Financial regulations {Reference B1}; Expenses {B2}.
- (C) Equal opportunities including Recruitment and Training {Reference C1}; Harassment {C2}; Volunteers {C3}; Disciplinary and Grievance Procedures {C5}; Director's Code of Conduct {C6}.
- (D) Protection of Children {Reference D1}; Protection of Vulnerable Adults {D2}; Protection of Children in relation to E-safety {D3}.
- (E) Health and Safety at Work {Reference E1}); Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) {E2}; Risk Assessment {E3}; Risk Assessment Overview for the Partnership's General Management Process {E3(i)}; Risk Assessment overview for Activities at the Brockwell Centre {E3 (ii)}; Manual Handling {E4}; Lone working {E5}; Smoking {E6}; Alcohol/Drug Misuse {E7}; Use of Closed Circuit Television (CCTV){E8}.
- (F) Data protection {Reference F1}.

II.4 Appointment of Directors

Directors are appointed in accordance with the Articles of Association, numbers 9, 11 & 12.

The minimum number is 5 and the maximum 15. The majority of Directors should be "Community Directors".

In accordance with the Partners Agreement ending the Pelton Fell Neighbourhood Partnership both Durham County Council and Bellway Homes have a right to nominate a person as a director on the Board. That agreement can end by mutual consent at any time after June 2011. Bellway Homes decided not to exercise that right with effect from September 2015.

II.4.1 Induction and training of Directors

On appointment, Directors receive a Welcome pack which contains amongst other information, copies of:

Information about the Partnership; Charity Trustee roles and responsibilities;

Details of the role of a Director and Partnership officers with relevant Job Descriptions;

Memorandum and Articles of Association;

Details of some policies and procedures and information on access to the remainder.

Directors are encouraged to undertake training where required.

II.5.1 Staff - Paid

Name	Position	Employment status	External Funding
			assistance from
Ms. D. Brown	Lead Youth Worker	22/05/17 to 31/03/18	Awards for All &
		01/04/18 to 30/09/19	Various funders
Mrs. A. Simpson	Cleaner/Attendant	1/10/13 to 30/09/19	
Ms. N. Richardson	Youth Worker	1/07/17 to 30/09/19	Various Funders
Ms. E. Chicken	Youth Worker	1/10/2017 to 04/10/18	Various Funders

Plus 3 Sessional workers – Self-employed.

Since 20th June 2011, the overall supervision of staff has been delegated to the Designated Director, currently the Partnership's Chair.

II.5.2 Staff – Volunteers {See also IV.2C below}

The Partnership is fortunate in its pool of volunteers who serve in many ways and make valuable contributions to the day to day activities and management of the Partnership.

As of 31st March 2019, the Partnership currently has 4 volunteers.

III Objectives

III.1 Objects of the Company/Charity

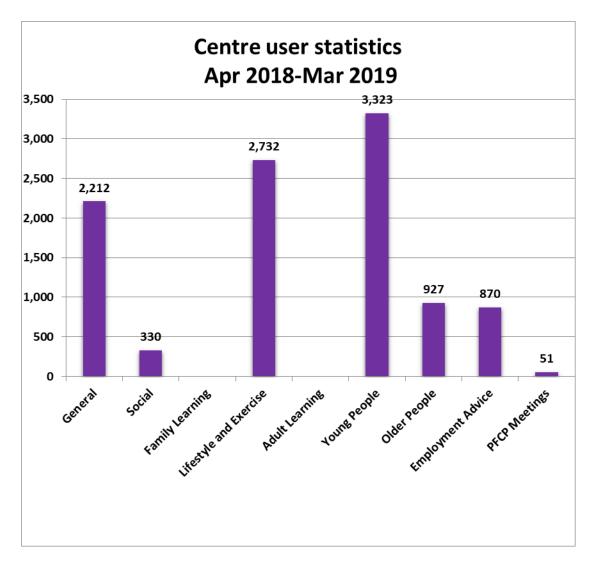
The objects are set out in Clause 3 of the Memorandum of Association, namely:

- "3 The Charity's Objects (**Objects**) are:
- 3.1 to further or benefit the community of Pelton Fell in a fully inclusive manner by associating together the said community and statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving conditions of life for the community and,
- 3.2 to develop the capacity and skills of the community of Pelton Fell in such a way that local residents are better able to identify and deal with matters that affect them and so that such residents can participate more fully in society."

IV Activities, Achievements and Performance

Attendance statistics for the year are given below:

The total amounts to 10445, an average of 208+ per week based on a 50 week year. This is an increase of approximately 11% on the previous year



General - Visitors to the centre Social - Bingo, Social Events

Family Learning - Messy Play,

Lifestyle and Exercise - Confidance UK, and Fit4free,

Adult Learning - Various courses held at the Brockwell Centre for Adults

Young people - Junior, Senior and Outreach youth activities
Older people - Church Service, Coffee Morning, History Group,

Luncheon Club (older person's forum), Prayer Group

Employment advice – Princes Trust activities

PFCP meetings - Attendance at Board, Committee and associated meetings

The Statistics above exclude usage of the associated Children's Play area and Multi use games Area (MUGA).

IV.1 Achieving the First Objective

IV.1A The Management of the Brockwell Centre

The Centre is managed under the terms of a 99 year lease from the Durham County Council which was signed on 25th January 2012 and subsequently registered at the Land Registry office in April 2012.Its facilities include:

Internal, within building	External
Public toilets with limited changing facilities; Main hall - capable of division into 2;	Car parking for users; Terrace/patio area for spectators;
Offices to let/rent – 3 Nr.; Meeting rooms to let/rent – 3 Nr;	Children's play areas with equipment suitable for various age ranges;
Kitchen and cafe with provision for bar use.	Floodlit Multi Use Games Area with markings for 5 aside football, basketball and tennis;
Audio/Visual Equipment. Hearing loop	Landscaped open space.

The Hire of some of the facilities is an important part of the business plan for the Centre. The main hirers during the year were: Confidance UK and the Princes Trust (via Delta – North Consett. {See ANNEX 2 below for details of the relevant activities.}

Other facilities include a thrift shop, solarium and basic café service.

Details of Funding are given below (Section V and ANNEX 1)

Details of the usage of the Centre and other activities arranged by or through the Partnership in order to fulfill its Charitable aims are given below:

IV.1B Offer educational, employment and vocational opportunities

IV.1B (i) History Group: Met weekly on most Tuesdays for 2 hours with an average attendance of 8.

IV.1C Provide support groups and leisure activities

- IV.1C (i) Older Persons' Forum/Luncheon Club: Met weekly on Tuesdays for 2 hours to socialize, have a small meal and play bingo.
- IV.1C (ii) Bingo: Continued throughout the year on Wednesday evenings with an average attendance of 7 each week.
- IV.1C(iii) Church services: Attended by an average congregation of 10 were held weekly on Friday mornings and organized in association with the church of St. Mary and St. Cuthbert, Chester le Street.
- IV.1C (iv) Credit Union: is affiliated to NE First Credit Union and run by trained local volunteers. As at March 31st 2019 there were 10 members.

- IV.1C (v) Coffee Club: met fortnightly on a Wednesday morning. Usually 6 Members met for a coffee, a chat, play Bingo and listen to invited speakers.They take part in day and shopping trips throughout the year.
- IV.1C (vi) Miners' Banner group: met to organize attendance in association with the NASUWT Riverside band at the Durham Miners Gala in July which included the parading of the replica banner. The banner was paraded subsequently at the local Remembrance Service in November.
- IV.1C(vii) Dementia group: was set up at in December 2018. Subsequent meetings resulted in 15 Adults and 8 young people becoming Dementia Friends.

 The Partnership has been registered with Dementia Friends and an application has been submitted to acknowledge Pelton Fell as a Dementia Friendly Community.

IV.1D Develop ITC facilities for all ages

The IT equipment provided by "peoples' millions" funding is used by residents for various activities most notably job searches and seeking information.

The Centre is registered as a UK Online Centre.

IV.1E Provide Health and fitness sessions

- IV.1E (i) "Confidence UK" Except for during school holidays, dance classes were provided for youngsters aged 6 to 18 over four hours on Saturdays in the themes of stage, disco and hip hop. {See ANNEX 2 below for further details.}
- IV.1E (ii) Other Groups

 Monday and Wednesday Fit4free sessions for adults

 Wednesday sessions for young people outdoors on the Multi Use Games Area
- IV.1E(iii) Stop smoking Advice was provided by "Solutions4health" during April and early May when they ceased due to lack of demand.

IV.1F Focus for Children and Young people

IV.1F (i) Children and Youth activities

(a) Junior Youth Club (Ages 6 - 13) met in school term time with 78 sessions each of 2 hours which covered in arts and crafts, cookery and fund raising. Out of 60 young people registered, 35 can be considered as regular attendees and over the year the total attendance was 1278

This is seen as a high priority for 2019/20

(b) Senior Youth Club (12 - 19) met in term time with 78 sessions each of 2 hours which covered topics such as cookery, music and items of particular importance to them. Out of 25 young people registered, 15 can be considered as regular attendees and over the year the total attendance was 974

This is seen as a high priority for 2019/20.

(c) Girls Group (12 - 19) met in term time with 39 session of 2 hours which dealt with personal relationships, and activities in arts, craft and cookery. Out of 15 young people

- registered, 5 can be considered as regular attendees and over the year the total attendance was 137.
- (d) Outreach took place on Wednesday evenings to contact youngsters and others in the village. 147 different people were met with a total of 293 contacts in the year. Matters discussed included personal and community issues.
- (e) Lads group (Ages 10-19) dealt in a weekly session with community issues concerning drugs, alcohol, sexual health and anti-social behavior. Average attendance was 6 with a total of 25 registered and total attendances of 214.
- (f) School Holiday Activities (Ages 5 16)
 In the summer holidays of 6 weeks there was session of 1.5 hours for 3 days each week.
 The sessions provided various sports, dance and art activities, with a combined attendance of 253.
- (h) A film show funded through the Chester le Street and District Community Venues CIO took place in February. The total attendance was 13.
- (i) Tweenies- started in November and took place Friday evenings with the aim of engaging young people in social action with the village. There have been 5 social action projects so far. The attendance was 156 with 7 regular attendees.
- (k) Trips- Juniors used the funds raised from their annual sponsored sleep over to go to "Inflataspace" in Newcastle, the young people then had a picnic on return to The Brockwell Centre. The attendance was 18. Juniors also enjoyed a day trip to Adventure Valley, the attendance was 16 and the young people took part in a variety of activities including feeding animals and go kart races.

IV.2 Achieving the second objective

IV.2A Representing local people

IV2.A (i) Chester le Street Area Action Partnership (AAP)

The Partnership representatives were active in the working groups set up by the AAP to develop projects for residents of the area most notably those concerned with Young People and the Environment.

IV2.A (ii) Chester le Street and District Community Venues Consortium CIO {Registration No. 1155091}

The Partnership was a founding member of the Consortium and its representative, Mr. C. Reynolds, was in his personal capacity one of the first charity trustees and the Treasurer. The Consortium had been set up to develop co-operation between the managements of Community Venues and had delivered two main programmes. It was voluntarily dissolved during the year.

IV2.B Promotion of Brockwell Centre

IV2 B (i) Newsletters

2 editions were published in September and December and delivered by volunteers.

IV2 B (ii) Website

The Partnership's website <u>www.peltonfell.org.uk</u> provides the community and visitors with information on PFCP, its projects, community groups and activities, news and events, history of Pelton Fell and an online business directory.

IV2 B (iii) "Facebook"

The Facebook page: https://m.facebook.com/The-Brockwell-Centre-606562209415618/ is kept up to date and currently has 423 likes.

Another Facebook page which sets out the Partnership's youth activities is: Gemma Bird and it has 822 friends while the Brockwell Centre Youth page has 126 likes.

Overall more effort will be needed to maintain these web based facilities which have proved to be of great benefit to the Partnership.

IV.2C Recruit and manage volunteers {See II5.2 above}

The Partnership has registered volunteers who support the Credit Union, Youth Sessions, Older Person's Forum, Social Events and the day to day running of the Brockwell Centre.

The Partnership has developed a volunteer induction pack that supports the recruitment and induction of the volunteers in to the organisation.

IV.2D Assist in the employment of local people

IV.2D (i) Information Kiosk

In September 2014, the Citizens Advice Bureau provided a kiosk in the reception/café area for ready access by residents to obtain information about matters relevant to their personal circumstances.

IV.2D (ii) Provide work experience

In collaboration with the Department of Works and Pensions, work experience as a receptionist was provided to a person who continues as a volunteer.

IV.2D(iii) Princes Trust

The Trust ran 3 courses of 13 weeks each (April/July 2018, October/December 2018 and January /March 2019) at the Centre to assist young people in developing the skills necessary to gain employment. {See ANNEX 2 below for further details.}

IV.2E Fund raising

Specific donations and other income classed as donations raised a further £6,587.90, the substantial majority of which was for Partnership unrestricted use.

V Financial review

V.1 Funding

(c)

There has been success in obtaining grant funding for activities to benefit the area. For details see ANNEX 1 below.

V.2 Policy on "The Reserves" {included within "Designated Funds"}

The Partnership has a financial reserves policy in accordance with good practice.

In March 2012 it was agreed that the reserve fund should eventually provide for the costs of:

(a)	Running costs for the Brockwell
	C

Possible staff redundancy costs:

	Centre up to a maximum of 6 months:	0.3 % of required provided	£0,071
(b)	Redecoration costs on a 5 year cycle:	0 % of required	£0

100 % of required as at March 2019

£ 1,590

V.3 "Designated Funds"

(i)	"The Reserves" from V.2 above	£ 1,661.00
(ii)	A sinking fund has been created from Section 106 Planning provision	£ 5,535.00
	for the future maintenance of the Multi Use Games Area:	
(iii)	Funds deposited by Bingo Club for its own use:	£ 0204.52
(iv)	Other, Artist for banner prints	£ 0010.00

Thus the overall "Designated funds" available totaled £7,410.52 as at 31st March 2019.

<u>During 2019/2020</u>, a provision of £875 will be made towards Staff Redundancy costs to meet the additional requirement as at March 2020.

VI Outlook for the future

VI.1 2019/2020

The Partnership's strategic priorities are:

- (i) The development of a funding strategy to ensure funds to enable the running of the Brockwell Centre and work on community engagement and development.
- (ii) The provision of community development activities to give rise to;
 - (a) More engagement and better cohesion; and,
 - (b) Improved capacity and active citizenship; and,
 - (c) Improved health, standard of education, and prospects of employment and so contribute to the local economy.
- (iii) (a) The Clean, Green and Safe Charter and associated matters; and,
 - (b) The development of other projects to provide improvements in the local environment
- (iv) Negotiations to continue with a third party to become involved in the Centre. If they are successful it is thought that the continuation of the Centre as a viable concern will result.

VI.2 2020/2022

Unless community involvement can be increased substantially the continuation of the Partnership is uncertain as its existing Directors are aging and there is considerable difficulty in finding replacements. As stated in Section II.4 above, "Community Directors" (effectively local residents) have to be in a majority. It may well prove necessary to modify the current Articles/Memorandum of Association to ensure the continuation of the Partnership and the operation of the Centre.

The finalization of the Negotiations with a third party resulting in its involvement in the Centre.

VII Statement of Public Benefit

The Directors consider that they have complied with their duty as Charity Trustees to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

Approved by the Board of Directors at its m	neeting on 17 th July 2019				
Signed on behalf of the Directors by:					
Chair	Secretary				

ANNEX 1 Grants, Assistance in Kind

A Grants received

A1 Prior to financial year 2018/2019 and carried over

Funder	Period	Use
Ward Councilors'		
Neighbourhood Budget		
funds;		
Chester le Street Youth	To 03/2019	Girls' Group and Senior Youth
Centre		Activities
Karbon Homes Ltd	To 03/20119	Lads' group activities
Peoples Health Trust – final	To ??/2018	Youth Activities
instalment?		
Tesco Ltd via Groundwork	To 10/2018	Youth Activities - outreach
NE		
Co-op Community fund via	To 09/2018	Defibrillator;
CAF		Junior & Senior youth trips
Ballinger Trust	To 07/2018	Youth Activities
Newcastle Building Society	To 03/2019	Junior Youth Activities
via Community Foundation		

A2 In Financial Year 2018/2019

Funder	Amount -	Period	Use
	£		
DCC Councilors' MSF	250	April 2019	Chairman's medal function
Durham County Council	8,957	03/2019 to	Support for staff and
18NB - CHES034		02/2020	equipment
Charities Trust	100	04/18	Youth activities
Gregg Foundation –	1,000	05/18 to	Summer holiday activities
Local Community Grant		09/18	for young people
Vegetarian Society	173+	05/18 to	Cooking activities for Junior
		06/18	& Senior youth
CDCF	1,000	07/18 to	Youth Activities
CDCF - #iwill Funding	4,980	12/18 to	Making a Difference –
Programme		??/19	Activities for 10-14 year
			olds
1989 Willan Trust	9,175	08/18 to	Youth Activities
Coalfield Regeneration	7,000	10/18 to	12 months Activities for
Trust		09/19	Girls & Lads group
Hadrian Trust	1,000	11/18 to	Activities for Juniors group
		??/19	
Total 2018 - 2019	33,635+		

Confidance UK

Is a Dance school run by Miss. C. Mullen B.A. Hons, on most Saturdays throughout the year. It is aimed at teaching children and young adults to become confident in their dancing abilities. As such they take part in examinations for UKA dance qualifications and those who do so have maintained a pass rate of 100% for 10 years in a row.

Currently there are 60+ dancers from the ages of 18 months to 18 years. The younger members are accompanied often by their parents/guardians. Training is provided to students to enable them to become dance teachers

In addition to the dance classes, separate functions are organized and run for fundraiser days/evenings for charity, dance competitions and shows.

Classes at the Centre on Saturdays are:

Cheerleading from: 10.00 to 11.00 a.m. for Ages: 4 to 8 years; Contemporary from: 11.00 to Noon for Ages: 5.5 to 16 years;

Uniteds from: 12.30 to 1.30 p.m. for Ages: 18 months to 5 years;

Musical Theatre from: 1.30 to 2.30 p.m. for Ages: 5.5 to 16 years; Freestyle from: 2.30 to 3.30 p.m. for Ages: 5.5 to 16 years; Hip Hop from: 3.30 to 4.30 p.m. for Ages 5.5 to 16 years.

Princes Trust via Delta - North Consett

3 Princes Trust employment programmes took place during the financial year 2018/2019 The Princes Trust course is for anyone aged 16 - 25 who is not in full time employment, education or training. Upon completion of the programme the student will receive a national recognised Level 1 qualification in employment, teamwork and community skills. The course lasts for 12 weeks and consists of a variety of sections to improve and develop skills and positive outcomes leading to possible future training courses, apprenticeships and jobs. Over the years the Princes Trust has helped thousands of young people and has an excellent success rate.

The course breakdown is:

An induction week - to get to know one another and to take part in team building and ice breaker games.

A 4 day residential of outdoor activities and team building.

A community project – some examples include painting and decorating of community centres, refurbishing community gardens and litter picking of a community area.

A 2 week work placement of an interest of career option with possible job offers

A team challenge – some examples include working with the elderly, disabled, homeless or children. A presentation for friends, family and Princes trust panel to show what the students have achieved over the 12 weeks.

The programme has a positive effect on the local area and inspiring young people to join the programme.

ANNEX 3 Partners in the provision of Activities



MORRISONS	ASDA Save money. Live better.	
COMMUNITY DURHAM FOUNDATION		The Henry Smith Charity founded in 1628
heritage lottery fund		

Pelton Fell Community Partnership Financial Statements for the year to 31st March 2019

Charity No 1129699

Pelton Fell Community Partnership

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Pelton Fell Community Partnership Directors/Trustees Report for the year ended 31st March 2019

Structure Governance and Management

Governing Document

The organisation is a Company Limited by Guarantee incorporated on the 13th March 2009 and registered as a charity on 18th May 2009.

Il Objects and Activities

The Objects are set out in Clause 3 of the Memorandum of Association, namely:

To further or benefit the community of Pelton Fell in a fully inclusive manner by associating together the said community and statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving conditions of life for the community; and

To develop the capacity and skills of the community of Pelton Fell in such residents can participate more fully in society.

Recruitment Appointment and Induction

The procedures followed are detailed in the annual report (section II.4.1)

III Risk Management

The Directors have conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces, internal Controls have been implemented in respect of transactions authorisation. Procedures are in place to ensure the health and safety of staff, volunteers and visitors to the centre.

IV Achievements and Performance

The activities and performance during the period are detailed in the Annual Report.

Responsibilities of The Directors

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that year

In preparing these financial statements, the directors are required to:

select suitable accounting policies and then apply them consistently;

make judgements and accounting estimates that are reasonable and prudent;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and defection of first and other irregularities.

Directors/Trustees Report for the year ended 31st March 2019 Pelton Fell Community Partnership

V Financial Review

gaibau4 1.V

There has been success in obtaining grant funding for activities to benefit the area. For details see

Annex 1 to the detailed annual report

V.2 Policy on Reserves

a) Running costs for the Brockwell Centre up to a maximum of 6 months (0.3% of required) In March 2012 it was agreed that the reserve fund should eventually provide for the costs of: The partnership has a financial reserves policy in accordance with good practice

b) Redecoration costs on a 5 year cycle (0% of required)

c) Possible staff redundancy costs (100% of required as at March 2019)

the Multi Use Games Area d) A sinking fund has been created from Section 106 Planning provision for the future maintenance of

f) Artist for banner prints. e) Bingo Club contributions of have been redesignated from Unrestricted to Designated funds

Zotal Designated Funds

VI Outlook for the Future

VI.1 Outlook for 2019/20

i) The development of a funding strategy to ensure funds to enable the running of the Brockwell Centre The partnership's strategic priorities for the period to 2019/20 are:

ii) The provision of community development activities giving rise to and work on community engagement and development.

- s) More engagement and better cohesion;
- b) Improved capacity and active citizenship; and
- c) Improved health, standard of education, and prospects of employment (and so contribute
- iii) a) The Clean, Green and safe Charter and associated matters; and to the local economy)
- b) The development of other projects to provide improvements in the local environment
- iv) Megotiations to continue with a third party to become involved in the centre. If they are successful
- it is thought that the continuation of the Centre as viable concern will result.

As implied in Section 1 above, "Community Directors" (effectively local residents) have to be a majority. uncertain as its existing Directors are aging and there is considerable difficulty in finding replacements. Unless community involvement can be increased substantially the continuation of the Partnership is

continuation of the Partnership and the operation of the Centre It may well prove necessary to modify the current Articles/Memorandum of Association to ensure the

VII Statement of Public Benefit

to the guidance on public benefit published by the Charity Commission in exercising their powers and The Directors consider that they have complied with their duty as Charity Trustees to have due regard

Signed on behalf of the Directors by: Approved by the Board of Directors at its meeting on 17/07/2019

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Pelton Fell Community Partnership Independent Examiner's Report for the year ended 31st March 2019

We report on the unaudited accounts of the charity for the period 1^{st} April 2018 $\frac{1}{10}$ 31st March 2019 set out on the attached pages.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) 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 of the 2011 Act) and that an independent examination is needed.

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

examine the accounts under section 145 of the 2011 Act; follow the procedures laid down in the general Directions given in the Charity Commission under section 145(5)(b) of the 2011 Act, and street 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 arisen:

which gives me reasonable cause to believe that in any material respect the requirements

a) to keep accounting records in accordance with section 386 of the Companies Act 2006; and

b) 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

to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Epworth House 7 Lucy Street Co Durham CH3 3UP

B.J. Straughen and Co B. Straughen and Co Chartered Accountants

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Pelton Fell Community Partnership Statement of Financial Activities (including Income Statement) for the year ended 31st March 2019

				000	0030
93,506	32,424	22,193	10,231	610	Net Incoming Resources/Total Funds at 31st March 20
169'19	909'88	881,91	14,318		Balance b/fwd
0	0	(124)	124		sbrui neeweers brunds
(24,085)	(880,t)	3,129	(212,4)		Surplus/(Deficit) for the year
051,88	111,88	32,400	ÞIZ'SE		Total Resources Expended
28,456 711,7 5,900 6,562 2,127 865 0 0 0 1,186 1,186 1,186 1,186 1,187 1,186 1,187 1,187 1,187	28,073 625,8 625,8 625,2 686,2 686,2 686,2 686,2 686,2 686,1 787,1 686,2 686,1 787,1 686,2	768,81 624,5 0 0 0 0 0 0 0 0 0 0 0 0 0	37E,8 65S,6 65S,4 0 65S,5 66S,5 66S,5 66S,5 68E,1 7E1 68E,1 781,7 789,5 786,5	£;(ə);(b);	Resources Expended Wages and salaries Utilities Rent and room hire Security Catering Telephone and internet Postage and stationery Marketing and promotion Staff travel Staff travel Volunteer expenses Volunteer expenses Volunteer expenses Each charges Depreciation Legal and professional Legal and professional Insurance Insurance Insurance Insurance Insurance Insurance
590,29	260,78	32,529	31,503	2	Total Incoming Resources
20,2 0 577,08 732,28	6,588 35,746 35,298 0	827 0 108,48 0	5,860 0 26,146		Donations and fund raising Interest receivable Activities to further the charity's objects: Grants and contracts for advice, information and support Rent, room hire, catering etc
				1(b),(c)	Incoming Resources
ebnu Funds	Total Funds	Restricted Funds	betontzendU <u>sbnu3</u> 3	(ų)'(6) _į	
2018	507			SaloN	

(Note: As the gross income of the entity is less than £500,000, resources expended have been analysed by natural classification (i.e. salaries, wages etc.) rather than by activity.)

Pelton Fell Community Partnership Statement of financial position as at 31st March 2019

905,55	0 291 862,8 692,8	7,410	01 202 363,8 136,1		Designated fund artists for banner prints Designated fund Bingo Contributions Designated fund maintenance of multi games use area Designated fund (Decoration, Running costs, Redundancy) Total Funds
881,91 886,7		22,193 128,2		7	Restricted funds Unrestricted funds
33206	1867	30,075 424,2£	2,613	<u>ل</u> - 9	Net current assets Net current assets
	2026 30723 32749	anne u	378,06 888,26	g G	Cesh at bank and in hand Creditors: Amounts falling due within one year
8676		5'348		Þ	Current Assets
3	₹ 50.	3	₹ <u>501</u>	Notes	Fixed Assets Tangible assets

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the accounts for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

(I) ensuring that the charity keeps proper accounting records which comply with section 386 of the Act, and

(ii) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 395 and 396 and which otherwise comply with the requirements of the Act relating to financial statements in so far as these are applicable to the charity.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entitles.

Approved by the trustees on 17/07/2019 and signed on its behalf by

Signature Company Registration Number: 06846269

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Pelton Fell Community Partnership Motes forming part of the Financial Statements for the year ended 31st March 2019

1. Accounting policies

s) The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, and follow recommendations in Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS102) issued July 2014.

The charity constitutes a public benefit entity as defined by FRS102.

There was no adjustment necessary on the first adoption of FR\$102.

- b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included. Donated fixed assets are capitalised at estimated market value.
- c) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities for the year to which they relate.
- d) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- Resources expended are allocated to the particular activity where the cost relates directly to that activity.
- Tangible fixed assets costing £200 or more are capitalised and included at cost including any incidental expenses of acquisition. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

20% Straight line

Fixtures and Fittings

- g) Unrestricted funds are donations and other incoming resources receivable or generated funds, objects of the charity without further specified purpose and are available as general funds.
- Restricted funds are to be used for the specific purpose as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.
- The Charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Charity. The annual contributions payable are charged to the statement of financial activities.

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Patton Fell Community Pattnership Notes forming part of the Financial Statements for the year ended 31st March 2019

Pelfon Fell Community Partnership Notes forming part of the Financial Statements for the year ended 31st March 2019

7. Analysis of Net Assets between Funds

2,349 32,688 (2,613, 32,424	22,193 0 22,193	2,349 10,495 (2,813) 10,231	Tangible fixed assets Current lashilities Current liabilities Mert assets at 31st March 2019
<u>[sto]</u>	Restricted	General	

8. Taxation

This charitable company is exempt from corporation tax on its charitable activities.



Pelton Fell Community Partnership Financial Statements for the year to 31st March 2019

Charity No 1129699

Pelton Fell Community Partnership

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Pelton Fell Community Partnership Directors/Trustees Report for the year ended 31st March 2019

Structure Governance and Management

Governing Document

The organisation is a Company Limited by Guarantee incorporated on the 13th March 2009 and registered as a charity on 18th May 2009.

Il Objects and Activities

The Objects are set out in Clause 3 of the Memorandum of Association, namely:

To further or benefit the community of Pelton Fell in a fully inclusive manner by associating together the said community and statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving conditions of life for the community; and

To develop the capacity and skills of the community of Pelton Fell in such residents can participate more fully in society.

Recruitment Appointment and Induction

The procedures followed are detailed in the annual report (section II.4.1)

III Risk Management

The Directors have conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces, internal Controls have been implemented in respect of transactions authorisation. Procedures are in place to ensure the health and safety of staff, volunteers and visitors to the centre.

IV Achievements and Performance

The activities and performance during the period are detailed in the Annual Report.

Responsibilities of The Directors

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that year

In preparing these financial statements, the directors are required to:

select suitable accounting policies and then apply them consistently;

make judgements and accounting estimates that are reasonable and prudent;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and defection of first and other irregularities.

Directors/Trustees Report for the year ended 31st March 2019 Pelton Fell Community Partnership

V Financial Review

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There has been success in obtaining grant funding for activities to benefit the area. For details see

Annex 1 to the detailed annual report

V.2 Policy on Reserves

a) Running costs for the Brockwell Centre up to a maximum of 6 months (0.3% of required) In March 2012 it was agreed that the reserve fund should eventually provide for the costs of: The partnership has a financial reserves policy in accordance with good practice

b) Redecoration costs on a 5 year cycle (0% of required)

c) Possible staff redundancy costs (100% of required as at March 2019)

the Multi Use Games Area d) A sinking fund has been created from Section 106 Planning provision for the future maintenance of

f) Artist for banner prints. e) Bingo Club contributions of have been redesignated from Unrestricted to Designated funds

Zotal Designated Funds

VI Outlook for the Future

VI.1 Outlook for 2019/20

i) The development of a funding strategy to ensure funds to enable the running of the Brockwell Centre The partnership's strategic priorities for the period to 2019/20 are:

ii) The provision of community development activities giving rise to and work on community engagement and development.

- s) More engagement and better cohesion;
- b) Improved capacity and active citizenship; and
- c) Improved health, standard of education, and prospects of employment (and so contribute
- iii) a) The Clean, Green and safe Charter and associated matters; and to the local economy)
- b) The development of other projects to provide improvements in the local environment
- iv) Megotiations to continue with a third party to become involved in the centre. If they are successful
- it is thought that the continuation of the Centre as viable concern will result.

As implied in Section 1 above, "Community Directors" (effectively local residents) have to be a majority. uncertain as its existing Directors are aging and there is considerable difficulty in finding replacements. Unless community involvement can be increased substantially the continuation of the Partnership is

continuation of the Partnership and the operation of the Centre It may well prove necessary to modify the current Articles/Memorandum of Association to ensure the

VII Statement of Public Benefit

to the guidance on public benefit published by the Charity Commission in exercising their powers and The Directors consider that they have complied with their duty as Charity Trustees to have due regard

Signed on behalf of the Directors by: Approved by the Board of Directors at its meeting on 17/07/2019

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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.

Epworth House 7 Lucy Street Co Durham CH3 3UP

B.J. Straughen and Co B. Straughen and Co Chartered Accountants

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590,29	260,78	32,529	31,503	2	Total Incoming Resources
20,2 0 577,08 732,28	6,588 35,746 35,298 0	827 0 108,48 0	5,860 0 26,146		Donations and fund raising Interest receivable Activities to further the charity's objects: Grants and contracts for advice, information and support Rent, room hire, catering etc
				1(b),(c)	Incoming Resources
ebnu Funds	Total Funds	Restricted Funds	betontzendU <u>sbnu3</u> 3	(ų)'(6) _į	
2018	507			SaloN	

(Note: As the gross income of the entity is less than £500,000, resources expended have been analysed by natural classification (i.e. salaries, wages etc.) rather than by activity.)

Pelton Fell Community Partnership Statement of financial position as at 31st March 2019

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(ii) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 395 and 396 and which otherwise comply with the requirements of the Act relating to financial statements in so far as these are applicable to the charity.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entitles.

Approved by the trustees on 17/07/2019 and signed on its behalf by

Signature Company Registration Number: 06846269

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Pelton Fell Community Partnership Motes forming part of the Financial Statements for the year ended 31st March 2019

1. Accounting policies

s) The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, and follow recommendations in Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS102) issued July 2014.

The charity constitutes a public benefit entity as defined by FRS102.

There was no adjustment necessary on the first adoption of FR\$102.

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20% Straight line

Fixtures and Fittings

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Patton Fell Community Pattnership Notes forming part of the Financial Statements for the year ended 31st March 2019

Pelfon Fell Community Partnership Notes forming part of the Financial Statements for the year ended 31st March 2019

7. Analysis of Net Assets between Funds

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<u>[sto]</u>	Restricted	General	

8. Taxation

This charitable company is exempt from corporation tax on its charitable activities.

