

## NEW HARTLEY COMMUNITY ASSOCIATION

### ANNUAL GENERAL MEETING 2019

#### CHAIRS REPORT

As I end my third year as Chair of New Hartley Community Association, I would like to say how enjoyable I have found it. This is due to the support and hard work of the committee members whose dedication has made it possible for the Hall to continue to thrive.

The Memorial Hall is firmly established within the community and is used by people of all ages and interests.

The Hall was again used in January for the Hartley Pit Memorial Concert, to commemorate this important part of New Hartley history and it was a sell out, as usual.

The financial security of the Association has continued to be supported by the use of the upstairs meeting room by EOTAS every weekday in term time, along with the other weekly groups, such as karate, Pilates, computer club, dog training, Zumba and carpet bowls as well as the Toddler Group and Kids Club. However, unfortunately, EOTAS has terminated the running of their classes in our hall as from last July. This was due to changes in the way that they deliver their service. They will be a big miss to NHCA financially, for their positive vibe and their valuable contribution to the hall's diversity.

Our Afternoon Tea, which is held on the first Monday of every month, is still going strong and we would ask anyone who wants to come along, to see a member of the committee.

The Hall is also used each second month for the MP and Ward Councillors surgery, quarterly for the Police Surgery and continues as a popular venue for birthday parties and other celebrations.

New Hartley First School continues to use the Hall for special assemblies and this has proved to be very popular as it enables parents, grandparents and carers to attend in comfort. The Harvest Festival and Christmas performance was very well attended and enjoyed by all. The PTFA have also continued to hold events in the hall to raise money for New Hartley First School. We look forward in continuing our good link with school in the future.

The Association continues to work closely with Seaton Valley Council and Northumberland County Council with organised litter picks and in Seaton Valley Garden Competition. Also together they combine the Christmas Fair with the switch on of the Christmas lights and Carol Service around the tree. This attracts more people every year.

Our new village 'Café and Post Office' is proving to be successful and hugely popular. Many thanks to Dirk Ord, his staff, the Post Office workers, SVC and all behind the venture creation.

The Association again organised the Easter and Summer Fairs. It is lovely to be able to hold these community events enjoyed by all and also raise money towards the upkeep of the Hall. Thank you to the businesses who have shown their generosity in providing us with raffle prizes.

As usual, New Hartley was successful in the Seaton Valley Garden Competition, picking up numerous awards. A big thank you to the volunteers who give up their spare time to look after the barrels and Memorial Garden. It could not be done without you! If anyone would like to join the gardening group please see a member of the committee. It is very informal and good fun.

Newsletters are continuing to be produced to keep residents aware of what's going on in the village. These are produced and delivered by our members. If you would like an article featured or to buy some advertising space, please see a member of the committee. Help with delivery would also be greatly appreciated, even if you can just do your road or street.

Our cleaners, Dawn Robinson and Cheryl Jenkins, have done an amazing job and the hall is always looking really clean and tidy. Many thanks to Dawn and Cheryl.

Self defence classes have been taking place over the last few weeks in the hall. These were prompted by the general meeting following the alleged rape and potential attack in the village. These very worthwhile classes were well attended by people of varied ages and were subsidised (50%) by Seaton Valley Council. Also the police have been participating in reassuring talks to older residents.

Looking towards next year we are planning on holding different types of fund-raisers and bringing the village together with interesting events. One of these being a '1945 based' family weekend in May to celebrate the 75<sup>th</sup> Anniversary of VE Day. St Michael's Church is taking the lead with this to hopefully bring all organisations in New Hartley together.

Finally, I can't praise enough the dedication and hard work of the committee members who give their free time to make sure the running of the Hall goes smoothly. I thank you all.

Of course, we could always do with more help, either as a committee member or just another pair of hands at our big events, as it can be heavy work for just a few.

#### Voting for the Approval of changes to the Constitution

The NHCA Constitution has been updated/amended to make it accurate and current. Following the terms of the Constitution, the amended document has been openly displayed for more than 2 weeks to allow public access. Now the Association must vote to approve the amended Constitution. Approval will require a majority of two-thirds of members present.

Karen Collier  
Chair  
New Hartley Community Association  
October 2019.

2018-19

## TREASURER'S ANNUAL REPORT

The accounts for the financial year ending on 31 May 2019 shows an overall surplus of £5,289 compared to a surplus of £13,660 the previous year. In line with Charity Commission Guidance and the Association's constitution, an independent examination has been completed and no specific items were identified as needing particular attention to explain the accounts.

Income for the year at £28,839 and is substantially lower than the previous year income of £40,059, while expenditure has decreased slightly to £23,549 compared with £26,399 previously. The movements in income & expenditure result from the timing of expenditure on projects for which the grants were received in different accounting periods and increasing maintenance costs resulting from the County Council requiring the Association to meet the maintenance costs for the structure of the hall. Last year particularly, start up funding was held for the operation of the Community Post Office now managed by New Hartley Community Services Limited. This money has subsequently been transferred to the operating company

Operating income for the year has shown a steady improvement to meet the operating costs, largely thanks to the regular use of the IT suite by EOTAS (Education Other than at School). Without this income of £12,532 this year, other hall usage is barely covering the overall costs. This has enabled us to undertake for some substantial expenditure during this year to improve the facilities within the hall and publicity to hopefully attract additional use. As from June this year however, this income source from EOTAS has stopped and a possible deficit in any 2019-20 balances must be anticipated.

The balance sheet shows total retained funds of £37,744 as at 31 May 2018. This can be further analysed into unrestricted or operational funds and restricted or project funds. Grants received for projects must be spent for the purpose for which they were given or otherwise returned.

The restricted funds balance has increased from £3,550 to £3,227 and this is largely, as previously mentioned, because grants received within the previous financial year have been fully spent within the current year and additional grants received are not fully spent by the year-end. This is an ongoing issue that will fluctuate year on year.

In anticipation of the transfer of funds to New Hartley Community Services Limited and the loss of EOTAS Income and additional element has been added – Operating Reserve set at 50% of current expenditure. This level will be reviewed throughout the coming year.

The unrestricted funds outside of the operating reserves of £22,742 is considered enough to provide cover for the coming year when the Association is expected to make an operating deficit if the use of the hall continues without the regular income from EOTAS use. However, this does fluctuate depending on the organisations' requirements throughout the year.

In the longer term, however, the Association has to break even or make an operational surplus on a regular basis to continue its activities. This financial position will continue to be reviewed on

a regular basis and further improvement projects for the hall explored through Grant funding opportunities in order to retain the building as a valued facility for the community.

John Barrell

October 2019

**NEW HARTLEY COMMUNITY ASSOCIATION**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MAY 2019**

**NEW HARTLEY COMMUNITY ASSOCIATION  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2019**

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
NEW HARTLEY COMMUNITY ASSOCIATION**

I report on the accounts of the Association for the year ended 31st May 2019, which are set out on pages 2 and 3.

**Respective responsibilities of the Association and examiner**

The Association's representatives are responsible for the preparation of the accounts. They consider that an audit is not required for this period and that an independent examination is required.

It is my responsibility to:

1. Examine the accounts
2. To ensure the accounts are prepared using generally accepted accounting principles
3. To state whether particular matters have come to my attention.

**Basis of report**

My examination was carried out in accordance with generally accepted accounting principles for the preparation of accounts. An examination includes a review of the accounting records kept by the Association 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 representatives of the Association, 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 next statement.

**Independent examiner's 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 generally accepted accounting principles and to prepare accounts which accord with the accounting records 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. Cannon*

Paul Cannon FFA, FFTA  
Suite 24, Arms Everytne House  
Quay Road  
Blyth  
Northumberland  
NE24 2AS

Date      7th October 2019

**New Hartley Community Association**  
**Income & Expenditure Account**

<b>INCOME</b>	<b>Year Ended 31-May-19</b>		<b>Year Ended 31-May-18</b>	
	£	£	£	£
Youth & Kids Club	900		580	
Dancing	384		1,550	
Lunch Club	235		316	
Mother & Toddler	1,381		1,500	
Dog Training	1,145		1,099	
Exercise	3,379		2,351	
New Hartley Artists	0		264	
Misc Income	1,432		980	
Dancing School	180		480	
Marching Band	101		202	
Functions	2,053		2,145	
Grants & Donations	3,050		11,853	
Interest Received	0		0	
Carpet Bowls	165		294	
Karate	1,080		969	
Meetings & Parties	1,122		2,879	
Photocopier, Ads etc	0		5	
IT Suite	12,232		12,592	
<b>Total Income</b>		<b>28,839</b>		<b>40,059</b>
<b>GROSS SURPLUS</b>		<b>28,839</b>		<b>40,059</b>
<b>EXPENDITURE</b>				
Youth Club	0		0	
Water Charges	1,105		974	
Lunch Club	55		0	
Postage & Telephone Charges	796		729	
Cleaning	7,090		5,160	
Gas & Electric	4,025		4,737	
Equipment & Stationery	1,427		37	
Printing Newsletters	192		241	
Repairs	3,296		1,879	
Hall Expenses	421		1,631	
Functions	3,976		3,444	
Licences	169		500	
Refurb Costs	0		6,000	
Advertising	0		81	
Audit & Accountancy	123		120	
Insurance	875		865	
<b>Total Expenditure</b>		<b>23,549</b>		<b>26,399</b>
<b>TOTAL OPERATING COSTS</b>		<b>23,549</b>		<b>26,399</b>
<b>NET (DEFICIT)/SURPLUS</b>		<b>5,289</b>		<b>13,660</b>
I&E Account B/Forward		32,455		18,759
<b>I&amp;E ACCOUNT</b>		<b>37,744</b>		<b>32,455</b>



# New Hartley Community Association

Balance sheet as at 31 May 2019

ASSETS	Year Ended 31-May-19		Year Ended 31-May-18	
	£	£	£	£
<b>Bank &amp; Cash</b>				
Co-op Current A/C	37,320		32,326	
Cash in Hand	424		129	
<b>Current Assets</b>	<u>37,744</u>		<u>32,455</u>	
<b>Less: Current Liabilities</b>				
<b>Creditors</b>				
Current Liabilities	0		0	
<b>Current Liabilities</b>	<u>0</u>		<u>0</u>	
<b>NET CURRENT ASSETS</b>	<u>37,744</u>		<u>32,455</u>	
<b>NET TOTAL ASSETS</b>	<u>37,744</u>		<u>32,455</u>	
<b>FUNDS</b>				
<b>I&amp;E ACCOUNT C/Forward</b>	<u>37,744</u>		<u>32,455</u>	
<b>FUNDS EMPLOYED</b>				
Unrestricted Funds	22,742		28,905	
Restricted Funds	3,227		3,550	
Operating Reserve (50% of expenditure)	11,775			
<b>Total Funds Employed</b>	<u>37,744</u>		<u>32,455</u>	