

Gateshead Clubhouse CIO

Charity Registration no 1160853

Financial Statements and Reports

For the year ended

31 March 2021

Worcester Green
GATESHEAD
Tyne & Wear
NE8 1NH

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Reference and Administrative Information

Name: Gateshead Clubhouse CIO

Charity No: 1160853

Trustees/Directors: Teresa Morley – Chair
Anthony Johnson – Co Chair
Paul Ogle – Secretary
Paul Holiday
Terry Maher

Advisors: Andrew Jay – Mental Health Professional
Lorna Sherriff - Mental Health Professional
Bill Scott – Service User Involvement Worker MHM
Stephen Bell – Clubhouse Member

Registered Address: Worcester Green
GATESHEAD
Tyne & Wear
NE8 1NH

Bankers: Lloyds Bank plc
17 Ellison Walk
GATESHEAD
Tyne & Wear
NE8 1BF

Independent Examiner: Kate Tully FMAAT FCIE
20 Ennerdale Crescent
Winlaton
Blaydon on Tyne
NE21 6PS

Structure and Governance

Gateshead Clubhouse is a Charitable Incorporated Organisation managed by its Trustees.

Objectives

Gateshead Clubhouse is a mental health community hub run entirely by its members. It has a community café with internet access for our members, we run various activities from the clubhouse as well as out in the community.

Trustee's Report

Achievements

Whilst most of the statutory and voluntary sector organisations in Gateshead worked purely from home during the pandemic, we recognised the fact that most of our members were particularly vulnerable and would not have the skills to cope with being isolated in their homes. Many of them are also unable to use computers to gain access to online facilities or have any family support to draw from. We were determined to keep the building open whenever it was possible to do so and provide as much support for them as we could. For example, thanks to the funding we gained, we were able to bring in a dedicated Mindfulness tutor who worked successfully with some of our members over a course that ran throughout much of the year.

One of the most important reasons for the Clubhouse being in existence is linked to the problems that vulnerable people with mental health issues face with regards to social isolation.

How we have involved people from our community in our work

Our democratic approach is based on a flat hierarchical structure. This ensures that all members have a say in the running of the clubhouse. This approach has continued to work well, despite the various constraints imposed by the pandemic. Our monthly member's meetings, which have continued throughout the year, to keep members in the 'loop' with regards to opening times, activities, café items etc. These discussions have provided useful opportunities to ascertain how our members have been coping throughout the Covid situation and we have used their feedback to improve and adapt our services. There has also been a huge amount of peer support undertaken.

The difference we are making

The clubhouse has been open whenever possible for members to get out of their homes and reduce social isolation throughout the year. We have also used zoom video to provide peer support to our members as well as a Facebook group for members only.

We had to put new referrals on hold due to limited numbers allowed in the building - 24 was the maximum allowed with social distancing. Unfortunately, we could not run any activities throughout most of the year as we were using rooms in the clubhouse for overflow from the main room.

How we are changing what we do

Through regular consultations with our members we have achieved a strong level of flexibility in what we provide. Our members drive the wide range of activities and events which are held at the clubhouse and in the wider community on their behalf.

Looking to the future we want to continue developing the clubhouse and to ensure the security of the service bringing about activities that genuinely benefit the mental health of our members.

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Now that we are established and have gained a significant level of expertise, we intend to look at other areas of T&W and see if we can help service users in their locality to create a customized version of the clubhouse model and to provide mental health-focused peer support services for themselves, using the club house as a 'show house' so they can see what is possible and hopefully encourage them to develop their own services in their area.

Public Benefit Statement

The trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range of activities as described above.

Financial Review

The financial position for the year shows net incoming funds of £44,583 and total outgoing resources of £56,407 with funds brought forward from last year of 24,509 the total funds carried forward are £12,686.

Risk Management:

The Trustees are examining the major risks, which the charity faces in relation to external factors, governance and management, internal operations and business. They are considering the likelihood and the impact of risks and are reviewing what systems should be in place to control and reduce those risks. The systems are being designed to provide reasonable, but not absolute, assurance against material loss or misstatement of loss.

Reserves Policy

It is the policy of the charity to try to build up unrestricted funds, which are free reserves of the charity, to a level that equates to approximately 6 months unrestricted expenditure. This will provide sufficient funds to cover management and administration support costs and any emergencies that may arise from time to time.

Plans for the Future

We will continue to develop the Clubhouse in its own right, but at the same time we wish to support other mental health communities in Tyne & Wear to develop their own models of user run services. Over the coming years we will be focusing on reaching out for partners to help develop these services, working with all sectors in mental health so we could see similar projects to the clubhouse throughout Tyne & Wear. These would be completely independent services customised to the requirements of local people in each location.

Trustees' Responsibilities

The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable Charity Law and United Kingdom Generally Accepted Accounting Practice.

Charity Law requires the Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Comply with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;

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- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees and signed on their behalf:

Name:.....*Signature:*.....

Date:.....

Independent Examiners Report

Report to the trustees of Gateshead Clubhouse CIO on Accounts for the year ended 31 March 2021 set out on pages 7 to 11

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 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000.

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

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent 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 come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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

Kate Tully FMAAT FCIE AATQB

Date

Signed



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Kate Tully is a Fellow Member of the Association of Charity Independent Examiners and a Fellow Member of the Association of Accounting Technicians

Statement of Financial Activities

for the year ended 31 March 2021

| | Unrestricted | Designated | Restricted | Total | Total |
|---|----------------|--------------|-----------------|-----------------|---------------|
| | Funds | Funds | Funds | Funds | Funds |
| Note | £ | £ | £ | 2020-21 | 2019-20 |
| | £ | £ | £ | £ | £ |
| Income and Endowments from: | | | | | |
| <i>Donations and Legacies</i> | 1,090 | 0 | 38,220 | 39,310 | 53,167 |
| <i>Charitable Activities</i> | 5,273 | 0 | 0 | 5,273 | 5,222 |
| <i>Other Trading Activities</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Investment Income</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Other</i> | | | | 0 | 0 |
| Total | 6,363 | 0 | 38,220 | 44,583 | 58,389 |
| Expenditure on: | | | | | |
| <i>Raising Funds</i> | 24 | 0 | 0 | 24 | 24 |
| <i>Charitable activities</i> | 8,481 | 0 | 47,902 | 56,383 | 52,276 |
| <i>Other resources expended</i> | | | | 0 | 0 |
| Total | 8,504 | 0 | 47,902 | 56,407 | 52,300 |
| Net income/(expenditure) | (2,141) | 0 | (9,682) | (11,824) | 6,090 |
| Transfers between funds | 2,936 | 1,000 | (3,936) | 0 | 0 |
| Net movement in funds | 795 | 1,000 | (13,618) | (11,824) | 6,090 |
| <i>Funds carried forward from 2019-20</i> | 1,642 | 6,000 | 16,868 | 24,509 | 18,010 |
| Total funds carried forward | 2,436 | 7,000 | 3,250 | 12,686 | 24,100 |

The notes on pages 12-14 form an integral part of these financial statements.

Balance Sheet

as at 31 March 2021

| | Note | 2020-21 Funds £ | 2019-20 Funds £ |
|---|------|-----------------------|-----------------------|
| Fixed Assets: | | | |
| <i>Tangible Assets</i> | | 0 | 0 |
| Total Fixed Assets: | | 0 | 0 |
| Current Assets | | | |
| <i>Debtors</i> | 7 | 0 | 0 |
| <i>BLF Designated Account</i> | | 0 | 13 |
| <i>Current Account</i> | | 13,018 | 24,546 |
| <i>Cash in Hand</i> | | 68 | 350 |
| Total Current Assets | | 13,086 | 24,909 |
| Liabilities | | | |
| <i>Creditors: Amounts falling due within one year</i> | 8 | (400) | (400) |
| <i>Creditors: Amounts falling due after one year</i> | | | |
| Total Assets less total liabilities | | 12,686 | 24,509 |
| The Funds of the Charity: | | | |
| Restricted funds | | 3,250 | 16,868 |
| Designated Funds | | 7,000 | 6,000 |
| Unrestricted funds | | 2,436 | 1,642 |
| TOTAL CHARITY FUNDS | | 12,686 | 24,509 |

Approved by the trustees and signed on their behalf:

Name:.....Signature:.....

Date:.....

The notes on pages 12-14 form an integral part of these financial statements

Notes to the Financial Statements
for the period ending 31 March 2021

1 Accounting Policies

Basis of Preparation

These Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015) – Charities SORP (FRS 102).

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Capital Grants are released over the economic useful life of the asset to which they relate

Resources Expended and Liabilities

Resources expended have been analysed using a natural classification.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Tangible Fixed Assets

The Charity holds no assets of material worth at the present.

2 Funds

The Charity has three funds, an unrestricted general fund comprising accumulated surpluses and deficits which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity that have not been designated for other purposes, a designated contingency fund and a restricted funds, all the movements on these are disclosed below.

| Fund Name | Bal. b/f | Income | Expenditure | Transfers | Bal. c/f |
|---------------------------------|-----------------|---------------|--------------------|------------------|-----------------|
| Restricted Funds | | | | | |
| Clubhouse in Corona Times | 0 | 18,100 | (13,623) | (3,936) | 541 |
| NLCommunity Fund Year 2 | 0 | 15,120 | (13,314) | | 1,806 |
| Sofas - Community Foundation | 0 | 5,000 | (4,753) | | 247 |
| BLF Reaching Communities year 1 | 6,480 | 0 | (6,480) | | 0 |
| CF Grant 2020 | 564 | 0 | (564) | | 0 |
| GP Risk Statement Charges | 174 | 0 | 0 | | 174 |
| Radiators Grant BLF AFA | 9,650 | 0 | (9,169) | | 481 |
| | 16,868 | 38,220 | (47,902) | (3,936) | 3,250 |
| General Fund | | | | | |
| General Funds | 1,642 | 7,580 | (9,721) | 2,936 | 2,436 |
| Reserves | 6,000 | 0 | 0 | 1,000 | 7,000 |
| | 7,642 | 7,580 | (9,721) | 3,936 | 9,436 |
| Total of All Funds | 24,509 | 45,800 | (57,624) | 0 | 12,686 |

Analysis of Income and Expenditure 2020-21 Donations and Legacies from:

| | Unrestricted £ | Designated £ | Restricted £ | This Year Total £ | Previous Year Total £ |
|--|---------------------------|-------------------------|-------------------------|----------------------------------|--------------------------------------|
| Donations and Legacies | | | | | |
| Grants | 90 | | 38,220 | 38,310 | 38,977 |
| Donations | 1,000 | | | 1,000 | 14,190 |
| Total | 1,090 | 0 | 38,220 | 39,310 | 53,167 |
| Income from Other Trading Activities | | | | | |
| Fundraising | | | | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |
| Investments | | | | | |
| Bank Interest | 0 | | | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |
| Incoming resources from charitable activities | | | | | |
| Catering Income Room | 1,400 | | | 1,400 | 1,393 |
| Hire/Refreshments | 3,059 | | | 3,059 | 3,059 |
| Other | 814 | | | 814 | 770 |
| Total | 5,273 | 0 | 0 | 5,273 | 5,222 |
| TOTAL | 6,363 | 0 | 38,220 | 44,583 | 58,389 |

Expenditure on:

| | Unrestricted £ | Designated £ | Restricted £ | This Year Total £ | Previous Year Total £ |
|--|-------------------|-----------------|-----------------|-------------------------|-----------------------------|
| Raising Funds | | | | | |
| Fundraising Costs | 24 | | | | 0 |
| Total | 24 | 0 | 0 | 24 | 0 |
| Charitable activities | | | | | |
| Activities/Events | | | 7,806 | 7,806 | 6,053 |
| Adverts/Publicity | | | | 0 | 0 |
| Catering Costs | 2,839 | | 2,839 | 5,678 | 13,716 |
| Computer Software/Expenses | 43 | | | 0 | 1,893 |
| Insurance | | | 925 | 925 | 2,241 |
| Equipment | | | 9,626 | 9,626 | 980 |
| Legal/Professional Fees | | | 7,060 | 7,060 | 69 |
| Licences/Affiliations/Subs | 267 | | | 267 | 234 |
| Maintenance/Refurbishment | | | 13,284 | 13,284 | 15,023 |
| Sanitary/Cleaning | 141 | | 1,301 | 1,301 | 999 |
| Safety/Security | 695 | | | 0 | 1,035 |
| Stationery/Postage/Printing | 414 | | | 414 | 839 |
| Telephone/Internet | | | 1,206 | 1,206 | 944 |
| Travel Expenses | 359 | | | 359 | 649 |
| Utilities | | | 3,856 | 3,856 | 6,686 |
| Volunteer Expenses | 139 | | | 139 | 0 |
| Independent Examination/Accountancy | | | | 0 | 451 |
| Other | 3,584 | | | 3,584 | 467 |
| Total | 8,481 | 0 | 47,902 | 56,383 | 52,276 |
| Total | 8,504 | 0 | 47,902 | 56,407 | 52,276 |

3 Fixed Assets

There are no fixed assets of material worth at this time.

4 Debtors

There are no debtors at this time

5 Creditors

| | 2020-21 Amounts falling due within 1 year £ | 2019-20 Amounts falling due more than 1 year £ |
|------------------------------|---|---|
| Trade Creditors | 400 | 400 |
| Other Creditors | | |
| Accruals and Deferred Income | | |
| Total | 400 | 400 |

6 Trustees Expenses

No Trustees claimed any expenses during this financial year.