



Gateshead Clubhouse

Worcester Green

Gateshead, Tyne & Wear

NE8 1NH

Trustees' Annual Report

1/4/2019 – 31/3/2020

Published in lieu of an Annual General Meeting due to Covid-19

Registered charity number: 1160853

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📘 Gateshead Clubhouse

🐦 @Gateshead Clubhouse|

1 The Structure, Governance & Management of Gateshead Clubhouse

- Gateshead Clubhouse is a Charitable Incorporated Organisation
- Type of governing document: Constitution
- Trustee Selection Method: Clubhouse members elected at AGM / co-opted by Trustees

1.1 Current Trustees (All will step down at beginning of AGM & stand for re-election)

| Trustee Name | Office |
|-------------------|-----------|
| Tee Morley | Chair |
| Paul Gwynn | Secretary |
| Jeff Harris | |
| Elaine Allen | |
| Michael Armstrong | |
| Ruth Morris | |
| | |
| | |

1.2 Trustees that have stepped down in this financial year

| |
|--------------|
| Alan Jeavons |
| |
| |
| |

1.3 Trustees elected during this financial year

| |
|-----------------|
| Joanne Mitchell |
| Paul Ogle |

1.4 Gateshead Clubhouse Advisers

| Type of Adviser | Name |
|----------------------------|------------|
| Mental Health Professional | Andrew Jay |

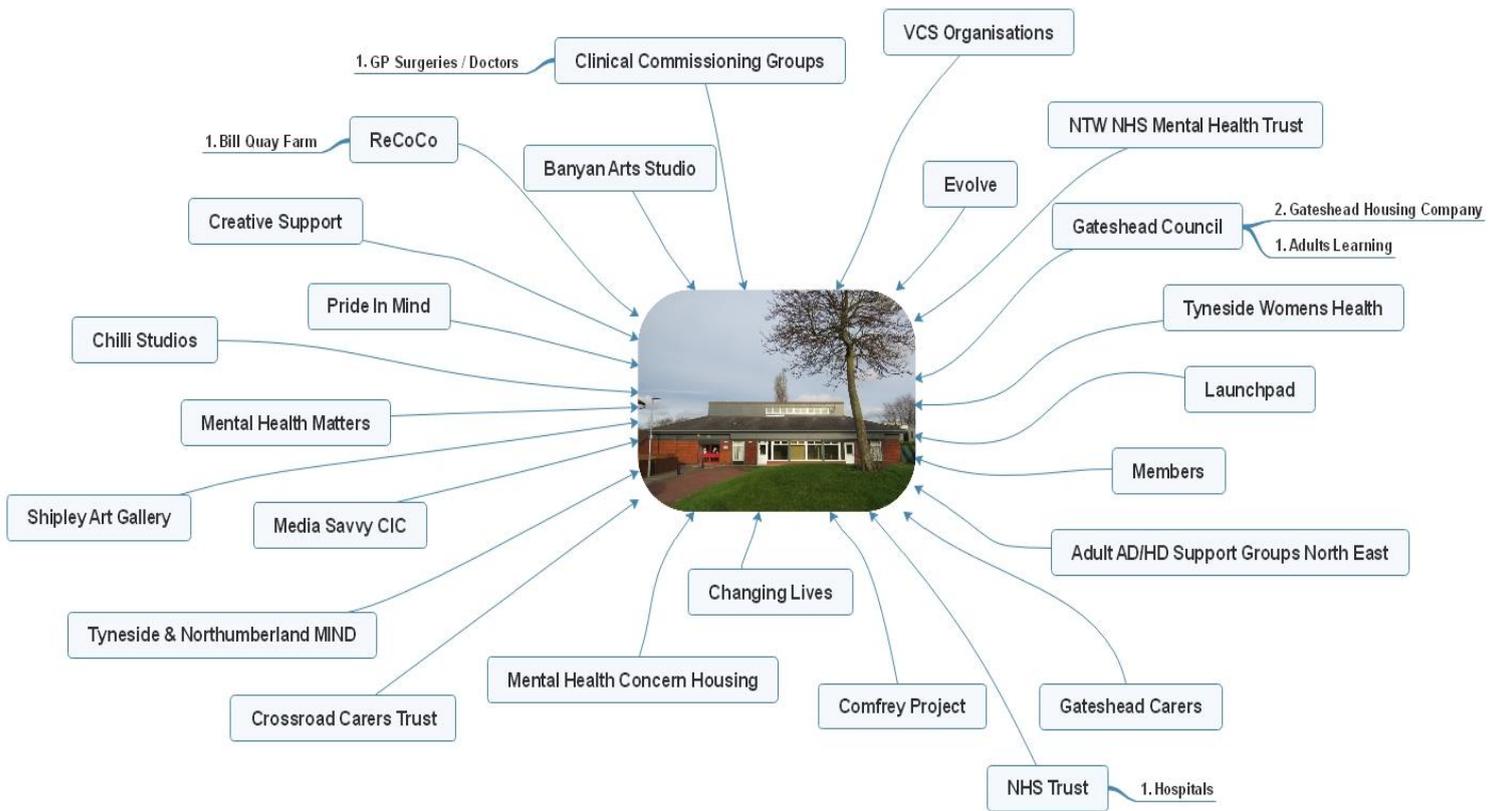
| | |
|-------------------------------------|-----------------|
| Mental Health Professional | Lorna Sheriff |
| Service User Involvement Worker MHM | Bill Scott |
| Member Adviser | Anthony Johnson |
| Member Adviser | Stephen Bell |

2 Overview

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

We believe that Gateshead Clubhouse can truly be described as a unique and inspirational model of operation. It is an entirely peer-led project, with no paid workers. All of our trustees are members and mental health service users. The trustees have subgroups relating to funding and finance, the Clubhouse café, health and safety etc. To be a member of a subgroup one has to be a member of the Clubhouse but not necessarily a trustee. We find that Member involvement is increased through these subgroups as well as the opportunities to become Member Representatives – a role which carries more responsibility than an ordinary member but without the legal requirements which come with the role of Trustees. The majority of decisions are taken at our monthly members' meetings.

Whilst we have strong connections across the voluntary and statutory sector, including primary and secondary health. Our key stakeholders are listed below:



We have continued to work with a large network of partners during this year to enhance our service provision.

3 Objectives & Vision

3.1 Our Mission Statement

Gateshead Clubhouse aims to provide a place where people with mental health needs can find, and help create, a supportive and safe place, where the process of recovery and self-growth can be facilitated through: -

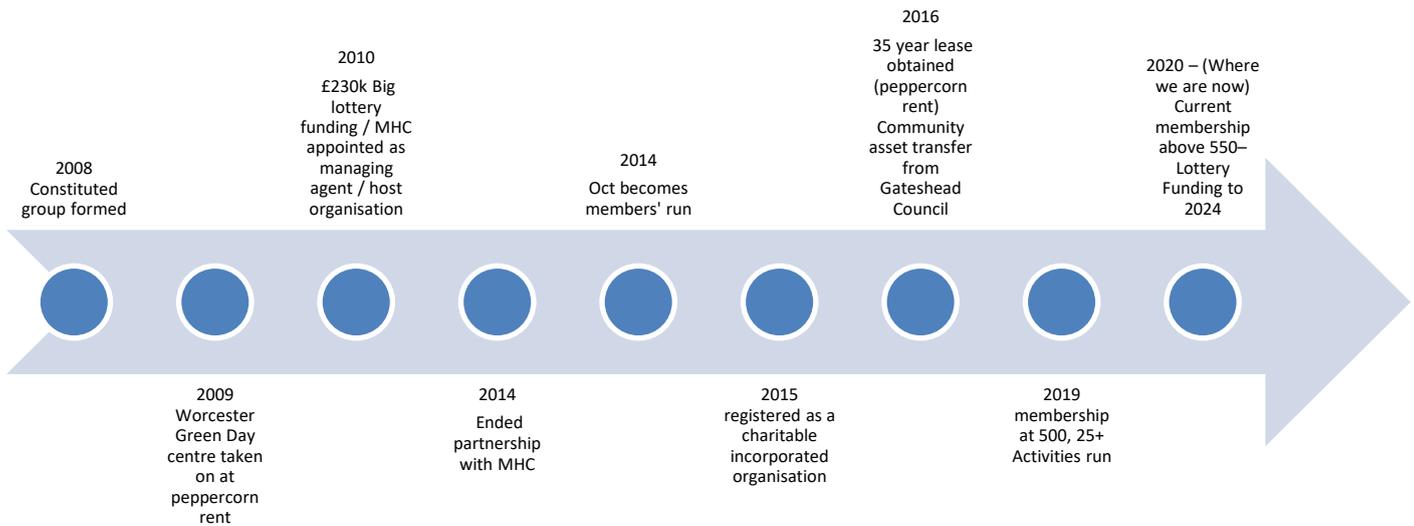
- Ownership and involvement in the service.
- Building on existing skills and abilities; personal development.
- Providing opportunities for education, training and work,
- Promoting empowerment and peer support in an authentic User Run Organisation.

3.2 Our Main Aspirations: -

1. To continue to develop our role as a mental health community resource, which has access to and links with other services in Gateshead
2. To continue to provide and enhance our community cafe and room hire functions.
3. To continue as a staff free service and enhance our multi-stranded approach to groups & activities (see Section 4)
4. To continue to look towards accessing statutory funding and light touch monitoring in the long term.
5. To continue to provide training courses for our member reps & Trustees in dealing with problems and to promote team building.
6. Further development of monitoring to chart and further demonstrate the impact of this way of working on individuals
7. Further development of the Gateshead Clubhouse Ethos, with a view to it being piloted elsewhere.

4 Achievements & Performance

4.1 Clubhouse Milestones:



4.2 Our Background

Gateshead Clubhouse was established in 2008 as a community hub for people with mental health problems who live in the Gateshead Borough.

As of March 31st 2020, the Clubhouse has over 550 members and is steadily growing.

In developing Gateshead Clubhouse, we have created a type of organisation that can be replicated elsewhere. In these times of austerity and acute lack of mental health services, organizations such as ours can provide a valuable contribution to what is already available for mental health service users. We respect the fact that we are all people with lived mental health experience and feel that it is better to grow our services organically, at a steady pace.

4.3 Clubhouse Website and Social Media

We have greatly enhanced our online presence with our own website, built from scratch by a member as well creating a Facebook page and Twitter account, all of which are frequently updated. The links for all of these can be found on the front page of this report. Using social media has enabled us to build on the initial steps taken in the past financial year, during which we started our social media presence. Our digital footprint now reaches across all key social media types and has given us the opportunity to be more pragmatic in our approach to digital communications.

Wherein, initially, our online persona was built around acting as a source of critical information, we have now, through digital media, been able to reach out to members and be more proactive in our dissemination of information.

We now use our social media to run parallel campaigns – helping drive information to a wider audience, be that information on mental health week, sharing of photography from our photo courses, or having online chats on relevant themes from week to week. Our online offering now picks up where our physical offering is forced to finish i.e. from 4:30pm every day. Our members now have the opportunity to continue their engagement with the Clubhouse and its members from their own homes and we have seen the number of followers linked to our social media accounts increase significantly.

As we move into the next financial year our plans to utilize the potential that social media offers will come into fruition as we build on the successes we have had this year in running more online campaigns for our existing members and use it to promote ourselves to potential future members and other organizations within the community.

4.4 Membership Involvement / Contribution

The Clubhouse has a very different dynamic to that of a staffed service. It puts the interests of its members at the center of everything it does and is based on a flat hierarchy.

We have no paid staff: members run all aspects of our organization, including its strategic and operational management. This is critical to the unique and successful operation of the Clubhouse – and ensures that it stands out amongst the myriad of mental health services within the Tyne and Wear area. Everyone who helps run the service is a mental health service user and this encourages user empowerment, enhancing skills and abilities of all members.

We believe this approach is unique and encourages members to use their experience to develop the services we offer. In effect, members to ‘own’ the service and contribute whatever they can offer in terms of the skills they have already developed or wish to develop. We have been hugely impressed by the expertise and the wide range of life-skills that members have to offer. Even from those members who feel that they bring nothing to the Clubhouse – there very being within the service ensures that there are experienced people within the Clubhouse to discuss mental health matters with others. This inherited library of experience and knowledge can only be garnered through having a wide-range of different personalities continuously attending the Clubhouse.

4.5 Gateshead Clubhouse Performance and Outcomes

- *“The Clubhouse is a safe place, everybody here has similar experiences, nobody judges, that makes your problems worse”.*
- *“What works for me is the friendly atmosphere and the chance to join in and take part in useful courses”.*

We support members on their own terms and deliver a wide range of health and well-being outcomes connected to social inclusion and community participation.

Our informal delivery model produces many qualitative outcomes, for example:

- The appreciation of peer support
- Improved health and emotional well-being
- Increased confidence and self esteem
- An improved quality of life
- Making a positive contribution to the community
- Increased choice and control of our facilities and the activities we offer
- An improvement of the experience of feeling valued
- Acknowledgement of the Clubhouse as a place of safety – a sanctuary

Throughout this financial year we have provided a weekday service from 11am to 4:30pm. The Clubhouse has also been open every Bank Holiday, including Christmas Day and closed only on New Year’s Day. The Clubhouse has become a focal point for people with mental health problems in Gateshead. We have a broad mix of members who can choose whether to talk to their peers or get involved in the many various activities available.

Quantitative data monitoring is also achieved through: - attendance records of the Clubhouse & groups. We continually monitor and review the systems and processes we have in place to gather both numerical and anecdotal information; with the end goal being to provide a comprehensive (and where necessary) confidential picture of the strengths and weaknesses of our performance.

4.6 Groups / Activities:

There were 281 groups / activities held in the last financial year –

| | |
|---|---|
| <ul style="list-style-type: none">• Mindfulness• Hearing Voices• Women’s Friendship Group | <ul style="list-style-type: none">• History• Wrap• Yoga• Health, Nutrition & |
|---|---|

| | |
|---|---|
| <ul style="list-style-type: none"> • Baking & Cooking Skills • Health Champions • Arts & Craft groups • Spirituality & Recovery • Hearing Voices group • Digital Life Skills • Video and Photography • Personality Disorder Support group | <p>Wellbeing</p> <ul style="list-style-type: none"> • Digital Media Savvy • Wellbeing • GHC Media Group • Art Groups • Jewellery Group • Anxiety Group • Gateshead User Forum <p>In addition, we have organised a range of leisure activities and day trips.</p> |
|---|---|

This year we also partook in a very successful trip to Edinburgh for our member-reps. This trip, not only enable our member-reps to socialize in a unique environment away from the Clubhouse, but also enabled us to provide tailored support and training to this key group of members who are critical to the day-to-day running of the Clubhouse.

In addition to providing a thank-you to the member-reps who sacrifice their time, on a voluntary basis, to the running of the Clubhouse, the trip gave us an opportunity to discuss with the member-reps the plans that the Trustees had for the development of the Clubhouse going forward. This included, the planning for key events, new classes and a discussion around proposed additional services as well as the much required, planning for Covid 19 which we believe will be a key event for both the Clubhouse and the nation as a whole in the upcoming financial year.

Another of the key events of this financial year was the successful rollout of our Christmas plan. This year, on Christmas Day, we were able to offer a 4 course meal to friends and family of the Clubhouse as well as key people and families of the local community. Over the course of Christmas Day and Boxing Day we were able to provide meals for over 100 people, and, as mentioned, this was not limited to members.

We provided meals, and a much needed break, for local families, who otherwise were not able to have a full Christmas offering due to financial restraints not matching their expectations during this key time of year. Not only this, but for several families we supplied, as a complete surprise, a mix of toys, games and clothing for their children – transforming our mindfulness room into a Christmas grotto. Whilst we are extremely grateful to those member reps and trustees who sacrificed their time to ensure the event could take place, we know that all members who attended were greatly touched by the responses, emotion and

gratitude shown by the children who received gifts – as one member-rep said:

“The look on the faces of the children, some of whom receiving the only Christmas gifts they would get, was an absolute picture – and made any time sacrifice that I made, completely worthwhile.”

This was also greatly appreciated by a number of our members who spent Christmas with us, as they could not spend time with their own children. Our Boxing Day offering was much along the same lines as Christmas Day – offering the same format of food and gifts to a different subset of members and the local community so that the benefits of the Clubhouse could be felt as wide as possible.

4.7 Personal Development

- Members are continued to encouraged and supported to develop themselves and others, through our wide range of courses and activities. This year has seen us take a combined approach with other syllabus-based mental-health charities (such as Recovery College Gateshead) and we look forward to our members gaining more from this over the next calendar year.
- As part of this approach, we have a number of new screens within our meeting rooms, which has given the opportunity for members to practice and hone their presentation skills; as well as creating new cinema-centric groups who host their own movie nights.
- We have put on additional training for our newest Trustees and benefited from the synergy that exists by having advisors having non-executive advisor roles within our Trustee structure.
- As there has been a sea-change within the number and make up of our Trustee board we look for the next financial year to provide a period of stability where we can focus on the development of the Trustees that we have, as well as make some Trustees specialized within certain roles (e.g. to have a safe-guarding lead, a financial lead etc.)
- Overall, our cultivation of members’ individual empowerment and responsibility has led to a significant increase in their positive mental health and well-being. Some of our members have moved onto employment, others have developed new skills that will lead them into recovery, future employment and education.

5 Financial Review

Please see 2018 Independent Financial Examination

6 Declaration

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

Signed on behalf of the Charity's Trustees by Tee Morley, Chair.

A handwritten signature in black ink, appearing to be 'Tee Morley', written in a cursive style.

Date: 21 January 2021

Gateshead Clubhouse CIO

Charity Registration no 1160853

Financial Statements and Reports

For the year ended

31 March 2020

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
Paul Gwynn – Secretary
Alan Jeavons – resigned during the year
Geoffrey Harris
Elaine Allen
Michael Armstong
Ruth Morris
Joanne Mitchell
Paul Ogle

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

We believe that Gateshead Clubhouse can truly be described as a unique and inspirational model of operation. It is an entirely peer-led project, with no paid workers. All of our trustees are members and mental health service users. The trustees have subgroups relating to funding and finance, the Clubhouse café, health and safety etc. To be a member of a subgroup one has to be a member of the Clubhouse but not necessarily a trustee. We find that Member involvement is increased through these subgroups as well as the opportunities to become Member Representatives – a role which carries more responsibility than an ordinary member but without the legal requirements which come with the role of Trustees. The majority of decisions are taken at our monthly members' meetings.

As a peer led service we want to improve the mental wellbeing of all members/attendees of Gateshead Clubhouse – this includes Members, Member Reps and Trustees all of whom play critical and unique roles in the day-to-day and strategic operations of the Clubhouse. Without medical staff or clinicians, the Clubhouse looks to its experienced members to help guide others through any low points they are feeling that hour/day/week. In doing so we have refined the Clubhouse as 'safe space' in which all attendees can relax and not feel any of the day-to-day pressures of the world that they may be forced to experience elsewhere – which can be extremely detrimental to their mental health.

In addition to the creation of a 'safe space' we have included classes – prepared, in some incidents, by external partners which will help our members improve their management of their mental health.

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 £58,389 and total outgoing resources of £52,276 with funds brought forward from last year of 18,010 the total funds carried forward are £24,123.

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 that, 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 in Tyne & Wear. These would be completely independent services tailored to what local people want.

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;
- 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 2020 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



3

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 2020

| | Unrestricted | Designated | Restricted | Total Funds 2019-20 | Total Funds 2018-19 |
|---|---------------|--------------|---------------|---------------------------|---------------------------|
| | Funds | Funds | Funds | | |
| Note | £ | £ | £ | £ | £ |
| Income and Endowments from: | | | | | |
| 2 | | | | | |
| <i>Donations and Legacies</i> | 18,459 | 0 | 34,708 | 53,167 | 37,531 |
| <i>Charitable Activities</i> | 5,222 | 0 | 0 | 5,222 | 23,807 |
| <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 | 23,681 | 0 | 34,708 | 58,389 | 61,338 |
| Expenditure on: | | | | | |
| 3 | | | | | |
| <i>Raising Funds</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Charitable activities</i> | 24,252 | 0 | 28,024 | 52,276 | 52,553 |
| <i>Other resources expended</i> | | | | 0 | 0 |
| Total | 24,252 | 0 | 28,024 | 52,276 | 52,553 |
| Net income/(expenditure) | (571) | 0 | 6,684 | 6,113 | 8,785 |
| Transfers between funds | 996 | 804 | (1,800) | 0 | 0 |
| Net movement in funds | 425 | 804 | 4,884 | 6,113 | 8,785 |
| <i>Funds carried forward from 2018-19</i> | 1,821 | 6,004 | 10,185 | 18,010 | 9,224 |
| Total funds carried forward | 2,246 | 6,808 | 15,069 | 24,123 | 18,010 |

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

Balance Sheet

as at 31 March 2020

| | Note | 2019-20 Funds £ | 2018-19 Funds £ |
|---|------|-----------------------|-----------------------|
| Fixed Assets: | | | |
| <i>Tangible Assets</i> | | 0 | 0 |
| Total Fixed Assets: | | 0 | 0 |
| Current Assets | | | |
| <i>Debtors</i> | 7 | | 0 |
| <i>BLF Designated Account</i> | | 13 | 13 |
| <i>Current Account</i> | | 24,160 | 9,443 |
| <i>Cash in Hand</i> | | 350 | 168 |
| Total Current Assets | | 24,523 | 9,624 |
| 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 | | 24,123 | 9,224 |
| The Funds of the Charity: | | | |
| <i>Restricted funds</i> | | 15,069 | 10,185 |
| <i>Designated Funds</i> | | 6,808 | 6,004 |
| <i>Unrestricted funds</i> | | 2,246 | 1,821 |
| TOTAL CHARITY FUNDS | | 24,123 | 18,009 |

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 2020

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 | | | | | |
| BLF Reaching Communities year 1 | 0 | 23,058 | (16,578) | | 6,480 |
| CF Grant 2020 | 0 | 2,000 | (1,436) | | 564 |
| GP Risk Statement Charges | 185 | 0 | (10) | | 175 |
| Radiators Grant BLF AFA | 10,000 | 9,650 | (10,000) | | 9,650 |
| | 10,185 | 34,708 | (28,024) | 0 | 16,869 |
| General Fund | | | | | |
| General Funds | 1,821 | 23,681 | (22,152) | (1,813) | 1,537 |
| Reserves | 6,004 | 0 | (2,100) | 1,813 | 5,717 |
| | 7,825 | 23,681 | (24,252) | 0 | 7,254 |
| Total of All Funds | 18,010 | 58,389 | (52,276) | 0 | 24,123 |

Analysis of Income and Expenditure 2019-20

Donations and Legacies from:

| | Unrestricted £ | Designated £ | Restricted £ | This Year Total £ | Previous Year Total £ |
|--|-------------------|-----------------|-----------------|-------------------------|-----------------------------|
| Donations and Legacies | | | | | |
| Grants | 4,269 | | 34,708 | 38,977 | 44,994 |
| Donations | 14,190 | | | 14,190 | 467 |
| Total | 18,459 | 0 | 34,708 | 53,167 | 45,461 |
| 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 | 1,393 | | | 1,393 | 16,057 |
| Room Hire/Refreshments | 3,059 | | | 3,059 | 5,469 |
| Other | 770 | | | 770 | 2,281 |
| Total | 5,222 | 0 | 0 | 5,222 | 23,807 |
| TOTAL | 23,681 | 0 | 34,708 | 58,389 | 69,268 |

Expenditure on:

| | Unrestricted £ | Designated £ | Restricted £ | This Year Total £ | Previous Year Total £ |
|------------------------------|-------------------|-----------------|-----------------|-------------------------|-----------------------------|
| Raising Funds | | | | | |
| Fundraising Costs | | | | | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |
| Charitable activities | | | | | |
| Activities/Events | | | 6,053 | 6,053 | 5,803 |
| Adverts/Publicity | | | | 0 | 55 |
| Catering Costs | 13,716 | | | 13,716 | 13,084 |
| Computer Software/Expenses | | | 1,893 | 1,893 | 3,092 |
| Insurance | | | 2,241 | 2,241 | 0 |
| Equipment | 980 | | | 980 | 204 |
| Legal/Professional Fees | 69 | | | 69 | 442 |
| Licences/Affiliations/Subs | 234 | | | 234 | 243 |
| Maintenance/Refurbishment | | | 15,023 | 15,023 | 15,178 |
| Sanitary/Cleaning | 999 | | | 999 | 1,271 |
| Safety/Security | | | 1,035 | 1,035 | 1,572 |
| Stationery/Postage/Printing | 839 | | | 839 | 1,764 |
| Telephone/Internet | 944 | | | 944 | 897 |
| Travel Expenses | 649 | | | 649 | 260 |
| Utilities | 4,907 | | 1,779 | 6,686 | 6,322 |
| Volunteer Expenses | | | | 0 | 0 |
| Independent | | | | | |
| Examination/Accountancy | 451 | | | 451 | 400 |
| Other | 467 | | | 467 | 1,042 |
| Total | 24,252 | 0 | 28,024 | 52,276 | 51,629 |
| Total | 24,252 | 0 | 28,024 | 52,276 | 51,629 |

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

| | 2019-20 Amounts falling due within 1 year £ | 2018-19 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.

Gateshead Clubhouse CIO

Charity Registration no 1160853

Financial Statements and Reports

For the year ended

31 March 2020

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
Paul Gwynn – Secretary
Alan Jeavons – resigned during the year
Geoffrey Harris
Elaine Allen
Michael Armstong
Ruth Morris
Joanne Mitchell
Paul Ogle

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

We believe that Gateshead Clubhouse can truly be described as a unique and inspirational model of operation. It is an entirely peer-led project, with no paid workers. All of our trustees are members and mental health service users. The trustees have subgroups relating to funding and finance, the Clubhouse café, health and safety etc. To be a member of a subgroup one has to be a member of the Clubhouse but not necessarily a trustee. We find that Member involvement is increased through these subgroups as well as the opportunities to become Member Representatives – a role which carries more responsibility than an ordinary member but without the legal requirements which come with the role of Trustees. The majority of decisions are taken at our monthly members' meetings.

As a peer led service we want to improve the mental wellbeing of all members/attendees of Gateshead Clubhouse – this includes Members, Member Reps and Trustees all of whom play critical and unique roles in the day-to-day and strategic operations of the Clubhouse. Without medical staff or clinicians, the Clubhouse looks to its experienced members to help guide others through any low points they are feeling that hour/day/week. In doing so we have refined the Clubhouse as 'safe space' in which all attendees can relax and not feel any of the day-to-day pressures of the world that they may be forced to experience elsewhere – which can be extremely detrimental to their mental health.

In addition to the creation of a 'safe space' we have included classes – prepared, in some incidents, by external partners which will help our members improve their management of their mental health.

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 £58,389 and total outgoing resources of £52,276 with funds brought forward from last year of 18,010 the total funds carried forward are £24,123.

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 that, 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 in Tyne & Wear. These would be completely independent services tailored to what local people want.

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;
- 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 2020 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 2020

| | Unrestricted | Designated | Restricted | Total | Total |
|---|---------------|--------------|---------------|---------------|---------------|
| | Funds | Funds | Funds | Funds | Funds |
| Note | £ | £ | £ | 2019-20 | 2018-19 |
| | | | | £ | £ |
| Income and Endowments from: | | | | | |
| 2 | | | | | |
| <i>Donations and Legacies</i> | 18,459 | 0 | 34,708 | 53,167 | 37,531 |
| <i>Charitable Activities</i> | 5,222 | 0 | 0 | 5,222 | 23,807 |
| <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 | 23,681 | 0 | 34,708 | 58,389 | 61,338 |
| Expenditure on: | | | | | |
| 3 | | | | | |
| <i>Raising Funds</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Charitable activities</i> | 24,252 | 0 | 28,024 | 52,276 | 52,553 |
| <i>Other resources expended</i> | | | | 0 | 0 |
| Total | 24,252 | 0 | 28,024 | 52,276 | 52,553 |
| Net income/(expenditure) | (571) | 0 | 6,684 | 6,113 | 8,785 |
| Transfers between funds | 996 | 804 | (1,800) | 0 | 0 |
| Net movement in funds | 425 | 804 | 4,884 | 6,113 | 8,785 |
| <i>Funds carried forward from 2018-19</i> | 1,821 | 6,004 | 10,185 | 18,010 | 9,224 |
| Total funds carried forward | 2,246 | 6,808 | 15,069 | 24,123 | 18,010 |

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

Balance Sheet

as at 31 March 2020

| | Note | 2019-20 Funds £ | 2018-19 Funds £ |
|---|------|-----------------------|-----------------------|
| Fixed Assets: | | | |
| <i>Tangible Assets</i> | | 0 | 0 |
| Total Fixed Assets: | | 0 | 0 |
| Current Assets | | | |
| <i>Debtors</i> | 7 | | 0 |
| <i>BLF Designated Account</i> | | 13 | 13 |
| <i>Current Account</i> | | 24,160 | 9,443 |
| <i>Cash in Hand</i> | | 350 | 168 |
| Total Current Assets | | 24,523 | 9,624 |
| 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 | | 24,123 | 9,224 |
| The Funds of the Charity: | | | |
| Restricted funds | | 15,069 | 10,185 |
| Designated Funds | | 6,808 | 6,004 |
| Unrestricted funds | | 2,246 | 1,821 |
| TOTAL CHARITY FUNDS | | 24,123 | 18,009 |

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 2020

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 | | | | | |
| BLF Reaching Communities year 1 | 0 | 23,058 | (16,578) | | 6,480 |
| CF Grant 2020 | 0 | 2,000 | (1,436) | | 564 |
| GP Risk Statement Charges | 185 | 0 | (10) | | 175 |
| Radiators Grant BLF AFA | 10,000 | 9,650 | (10,000) | | 9,650 |
| | 10,185 | 34,708 | (28,024) | 0 | 16,869 |
| General Fund | | | | | |
| General Funds | 1,821 | 23,681 | (22,152) | (1,813) | 1,537 |
| Reserves | 6,004 | 0 | (2,100) | 1,813 | 5,717 |
| | 7,825 | 23,681 | (24,252) | 0 | 7,254 |
| Total of All Funds | 18,010 | 58,389 | (52,276) | 0 | 24,123 |

Analysis of Income and Expenditure 2019-20

Donations and Legacies from:

| | Unrestricted £ | Designated £ | Restricted £ | This Year Total £ | Previous Year Total £ |
|--|---------------------------|-------------------------|-------------------------|----------------------------------|--------------------------------------|
| Donations and Legacies | | | | | |
| Grants | 4,269 | | 34,708 | 38,977 | 44,994 |
| Donations | 14,190 | | | 14,190 | 467 |
| Total | 18,459 | 0 | 34,708 | 53,167 | 45,461 |
| 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 | 1,393 | | | 1,393 | 16,057 |
| Room Hire/Refreshments | 3,059 | | | 3,059 | 5,469 |
| Other | 770 | | | 770 | 2,281 |
| Total | 5,222 | 0 | 0 | 5,222 | 23,807 |
| TOTAL | 23,681 | 0 | 34,708 | 58,389 | 69,268 |

Expenditure on:

| | Unrestricted £ | Designated £ | Restricted £ | This Year Total £ | Previous Year Total £ |
|------------------------------|-------------------|-----------------|-----------------|-------------------------|-----------------------------|
| Raising Funds | | | | | |
| Fundraising Costs | | | | | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |
| Charitable activities | | | | | |
| Activities/Events | | | 6,053 | 6,053 | 5,803 |
| Adverts/Publicity | | | | 0 | 55 |
| Catering Costs | 13,716 | | | 13,716 | 13,084 |
| Computer Software/Expenses | | | 1,893 | 1,893 | 3,092 |
| Insurance | | | 2,241 | 2,241 | 0 |
| Equipment | 980 | | | 980 | 204 |
| Legal/Professional Fees | 69 | | | 69 | 442 |
| Licences/Affiliations/Subs | 234 | | | 234 | 243 |
| Maintenance/Refurbishment | | | 15,023 | 15,023 | 15,178 |
| Sanitary/Cleaning | 999 | | | 999 | 1,271 |
| Safety/Security | | | 1,035 | 1,035 | 1,572 |
| Stationery/Postage/Printing | 839 | | | 839 | 1,764 |
| Telephone/Internet | 944 | | | 944 | 897 |
| Travel Expenses | 649 | | | 649 | 260 |
| Utilities | 4,907 | | 1,779 | 6,686 | 6,322 |
| Volunteer Expenses | | | | 0 | 0 |
| Independent | | | | | |
| Examination/Accountancy | 451 | | | 451 | 400 |
| Other | 467 | | | 467 | 1,042 |
| Total | 24,252 | 0 | 28,024 | 52,276 | 51,629 |
| Total | 24,252 | 0 | 28,024 | 52,276 | 51,629 |

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

| | 2019-20 Amounts falling due within 1 year £ | 2018-19 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.