

Charity registration number: 1152841

Newcourt Community Association

Annual Report and Financial Statements

for the Year Ended 31 December 2023



WESTCOTTS

CHARTERED ACCOUNTANTS
& BUSINESS ADVISERS

Newcourt Community Association

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Newcourt Community Association

Reference and Administrative Details

Chairman	Gordon Edwards
Trustees:	Lucy Bliss (resigned 5 July 2023) Paulene Godfrey Helen Harper Samantha Prestwood Gill Westcott Peter Williams (appointed 5 July 2023)
Charity Registration Number	1152841
Principal Office	Newcourt Community Centre Blakeslee Exeter EX2 7FN
Independent Examiner	Westcotts (SW) LLP 47 Boutport Street Barnstaple Devon EX31 1SQ
Bankers	National Westminster Bank PLC 18 St Thomas Centre Cowick Street Exeter Devon EX4 3DL CAF Bank Limited Kings Hill West Malling Kent ME19 4TA

Newcourt Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2023.

Objectives and activities

Objects and aims

The charity's objectives are to:

To benefit the residents of the Newcourt district of Exeter, Devon and its neighbourhood (without distinction of sex, sexual orientation, race or of political, religious or other opinions) by associating together these residents and the relevant local authorities, voluntary and other organisations in a common effort to improve community life and to provide facilities in the interests of social welfare and the local environment with the objective of improving the conditions of life for the residents.

In furtherance of these aims, the CIO shall:

- Communicate local information, gather and consider residents' ideas, concerns and opinions.
- Design, manage and promote activities.
- Consult and liaise with local authorities and other relevant parties.

Community Centre

The Newcourt Community Centre is run by the Newcourt Community Association under lease from Exeter City Council.

Events and Activities

The Association uses its surplus generated from letting the centre to employ a community and engagement lead. This post looks to put on events for the community and identifies ways the community and the association can connect.

Community Information

The association produces a newsletter periodically through the year which is distributed to homes in the area.

The association maintains a mailing list of residents and regularly send out emails to that membership.

The trustees also meet with local representatives to identify local issues regarding planning, road safety and local infrastructure.

As part of the work the charity has developed a small grants scheme to help activities in the community. This support is provided by offering free or reduced hire of the community centre or by paying for equipment which can be used by the community.

Alongside our trustees we have a number of volunteers who have supported the work of the Association this year by managing the allotment plots, helping run our community discos and supporting us at the AGM. The trustees would like to record our thanks to each volunteer for their contribution.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Newcourt Community Association

Trustees' Report (continued)

Structure, governance and management

Newcourt Community Association is a Charitable Incorporated Organisation (CIO) which is governed by an 'associated' model Constitution adopted on 16 June 2013. The charity was registered with the Charity Commission on 12 July 2013 and took over the bank balance as at that date of its predecessor, the unincorporated association 'Newcourt Community Association'.

The NCA is governed by a board comprising a minimum of 3 and a maximum of 12 appointed trustees, of which at least two thirds of the trustees must be residents of Newcourt and voting members of the NCA. New trustees are appointed either through being elected by the members or co-opted by the existing trustees. New trustees appointed by the existing trustees must retire at the next AGM following their appointment, and one third of the trustees appointed by the members must also retire at the AGM. This ensures that there will always be an opportunity for at least four new trustees to be appointed each year at the AGM.

Achievements and performance

The centre continues to be well used by a wide range of users including many public service bodies. Mik Ratcliffe continues to manage the day to day running of the centre. During the year we undertook a number of improvements to the centre. We installed a new door code system and a new CCTV system which has made opening and closing the centre much easier. We said goodbye to our cleaner Njareh and our Saturday cover Emma and were able to recruit Angel to take on both roles.

Our community engagement Lisa Gordon has developed over the last 12 months. We have put on a number of events for families during the school holidays with the Animal Man sessions, Lego Club and our Halloween Disco being the most popular.

We were able to open a new community café area in conjunction with café owner Andrew Hendricks. This has proved popular, and we hope to bring this back for the 2024 summer season.

We carried out an art project with Trinity Primary School with the resulting art work being put on display at the centre.

We trialled distribution of our newsletter via Royal Mail for the first time to see if that method of delivery increased awareness of the association within the community.

As part of the Association's small grants scheme we provided the following support:

- 12 free hire sessions at the Newcourt Community Centre for the Newcourt WI, Newcourt Toddlers run by Trinity Church and The Coffee Club.
- Free hire sessions for the Newcourt and Countess Wear Community Builder Emma Wonnacott
- A cash grant of £2,475 to the Friends of Trinity School (FOTS) for their new playground equipment
- Free hire sessions to the local Police Community Support Officer for neighbourhood engagement sessions.
- A cash grant of £159 to replace the community book swap shed on Vernon Crescent
- Paid consultant fees for the Omaha Drive / River Plate Road Bend project.

The Association also pledged £5,000 to Trinity School for improvements to their facilities and up to £10,000 if needed to support the junction safety work on the Omaha Drive River Plate Road Bend Project.

Newcourt Community Association

Trustees' Report (continued)

Financial review

The charity made a cash deficit in the year of £10 (2022 - cash deficit £407).

Total cash receipts increased by 30% compared to the previous year. Rental income showed an increase of 26.7%.

Employment costs increased by 59.9% with new employees joining during the year.

Cash balances totalled £84,885 at 31 December 2023 of which £768 was held in restricted funds.

Reserves

The charity's cash reserves therefore total £84,885 at the year-end. The reserves cover adequately all current and anticipated financial commitments including:

- payroll and other operating costs of the Newcourt Community Centre (NCC)
- general management and administration costs of the charity
- maintaining regulatory compliance as an employer - e.g. employment contracts, policies, health and safety
- maintaining regulatory compliance as a charity (e.g. new data protection legislation)
- provision to protect/maintain significant key installations (e.g. lifts, fire escapes)
- cash buffer for emergencies of £50,000

The trustees continually review their reserves and as the charity grows will ensure any further monies are set aside if necessary, to ensure all financial commitments continue to be met. Equally, as the charity grows, any surpluses will continue to be spent on the charity's objectives including:

- the goals and objectives
- improving the management tools, processes and systems at the NCC
- improving the facilities and equipment at the NCC
- supporting local community initiatives across the community allocating up a budget equivalent of up to 25% of our unrestricted reserves.

The charity holds cash reserves to ensure the continued running of the community centre. This includes replacement of the lift in due course, a cash buffer in case lettings fall and funds we have pledged to community projects. The Association plans to use any cash surpluses not needed elsewhere to benefit the community through the grants scheme.

The Charity's principle source of funding is hire income from letting the space at the community centre which during the year generated £94,744 (2022: £73,945).

We have received some grants this year from Exeter City Council (£5,000 Rent Grant) Devon Community Forum (£2,580) and Exeter Community Initiatives (£446) for community work. We are grateful to those funders that supported us. The total income for 2023 £104,909. (2022 £82,575)

During the year the Association spent £104,919 (2022 £82,982). This single largest cost was staff salaries £55,520 (2022 £34,710) The increase between 2022 and 2023 represents the cost of having the Community and Events lead post for a full 12 months. The Association also spent £11,791 (2022 £2,529) on community activities, of which £3,026 was grant funded. The remaining £37,908 (2022, £47,147) was spent on the overheads and maintenance of the centre.

Newcourt Community Association

Trustees' Report (continued)

Plans for future periods

The trustees were able to complete their targets for 2022 though this has taken longer than anticipated. Now as we move out of crisis mode of the trustees wish to build for the future. A review period will start in February 2023 with the aim of completing a new 5-year plan in by the end of 2023. This is a year later than anticipated but will give the trustees time to evaluate the new staffing roles.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.


The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 05/06/24 and signed on its behalf by:


Gordon Edwards
Chairman

Newcourt Community Association

Independent Examiner's Report to the trustees of Newcourt Community Association

I report to the trustees on my examination of the accounts of Newcourt Community Association for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of Newcourt Community Association you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Newcourt Community Association's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Newcourt Community Association as required by section 130 of the Act; or
2. the accounts do not accord with those records; or

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



Catherine Williams FCA DChA
Westcotts (SW) LLP
47 Boutport Street
Barnstaple
Devon
EX31 1SQ

Date: 11 June 2024

Newcourt Community Association

Receipts and Payments Account for the Year Ended 31 December 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Receipts:					
Donations and legacies		-	8,026	8,026	5,850
Other trading activities		1,925	-	1,925	2,146
Investment income	4	315	-	315	-
Rental income		94,494	-	94,494	73,946
Rental Extras		94	-	94	89
Advert Sales		5	-	5	190
Rental deposits held		50	-	50	354
Total receipts		96,883	8,026	104,909	82,575
Payments:					
Wages and salaries		(55,520)	-	(55,520)	(34,710)
Light and Heat		(6,755)	-	(6,755)	(3,084)
Telephone		(972)	-	(972)	(876)
Rent		(1,000)	(5,000)	(6,000)	(4,500)
Cleaning and Catering		(3,837)	-	(3,837)	(5,388)
Post, Print and Stationery		(400)	-	(400)	(50)
Information technology		(2,000)	-	(2,000)	(2,394)
Payroll costs		(198)	-	(198)	(713)
Training costs		(98)	-	(98)	(604)
Insurance		(1,750)	-	(1,750)	(2,736)
Events and other RF areas costs		(9,788)	(2,358)	(12,146)	(4,914)
Bank Charges		(344)	-	(344)	(54)
Music Licences		(1,982)	-	(1,982)	(1,358)
Legal/Independent examination		(1,812)	-	(1,812)	(1,009)
Repairs, Renewals and Equipment		(11,105)	-	(11,105)	(20,200)
Miscellaneous Expenditure		-	-	-	(392)
Total payments		(97,561)	(7,358)	(104,919)	(82,982)
Net (payments)/receipts		(678)	668	(10)	(407)
Cash brought forward		84,795	100	84,895	85,302
Cash carried forward	10	84,117	768	84,885	84,895

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 10.

The notes on pages 9 to 13 form an integral part of these financial statements.

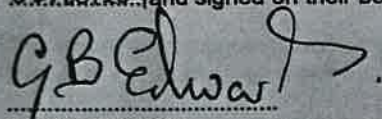
Newcourt Community Association

(Registration number: 1152841)

Statement of Assets and Liabilities as at [31 December 2023

	Note	2023 £	2022 £
Current assets			
Cash at bank and in hand	9	<u>84,885</u>	<u>84,895</u>
Restricted income funds			
Restricted funds		768	100
Unrestricted income funds			
Unrestricted funds		<u>84,117</u>	<u>84,795</u>
Total funds	10	<u>84,885</u>	<u>84,895</u>

The financial statements on pages 7 to 13 were approved by the trustees, and authorised for issue on ~~02/06/2024~~ and signed on their behalf by:



Gordon Edwards
Chairman

Newcourt Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023

1 Accounting policies

Basis of preparation

Newcourt Community Association meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared on the receipts and payments basis.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

All incoming resources are included in the statement of financial activities when the charity receives the income. The following specific policies are applied to particular categories of income:

Donations are received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when received.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Donated services and facilities are included at the value to the charity where this can be quantified.

The value of services provided by volunteers has not been included.

Expenditure

Expenditure is recognised on a payments basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Newcourt Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

2 Income from donations and legacies

	Restricted funds £	Total 2023 £
Grants, including capital grants; Grants	<u>8,026</u>	<u>8,026</u>
	<u>8,026</u>	<u>8,026</u>
	Restricted funds £	Total 2022 £
Grants, including capital grants; Grants	<u>5,850</u>	<u>5,850</u>
	<u>5,850</u>	<u>5,850</u>

3 Income from other trading activities

	Unrestricted funds General £	Total 2023 £
Other income from other trading activities	<u>1,925</u>	<u>1,925</u>
	<u>1,925</u>	<u>1,925</u>
	Unrestricted funds General £	Total 2022 £
Other income from other trading activities	<u>2,146</u>	<u>2,146</u>
	<u>2,146</u>	<u>2,146</u>

4 Investment income

	Unrestricted funds General £	Total 2023 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>315</u>	<u>315</u>
	<u>315</u>	<u>315</u>

Newcourt Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

5 Other income

	Unrestricted funds General £	Total 2023 £
Rental income	<u>94,643</u>	<u>94,643</u>

	Unrestricted funds General £	Total 2022 £
Rental income	<u>74,579</u>	<u>74,579</u>

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

7 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	<u>55,520</u>	<u>34,710</u>

No employee received emoluments of more than £60,000 during the year

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

9 Cash and cash equivalents

	2023 £	2022 £
Cash at bank	<u>84,885</u>	<u>84,895</u>

Newcourt Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

10 Funds

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Balance at 31 December 2023 £
Unrestricted funds				
<i>General</i>				
General Funds	84,795	96,883	(97,561)	84,117
Restricted funds				
ECC - Rent Grant	-	5,000	(5,000)	-
Warm Rooms Grant	100	-	(100)	-
Thrive with Five - Workshops & Community Planting events	-	2,580	(2,017)	563
Colabs IT Sessions	-	446	(241)	205
	<u>100</u>	<u>8,026</u>	<u>(7,358)</u>	<u>768</u>
Total funds	<u>84,895</u>	<u>104,909</u>	<u>(104,919)</u>	<u>84,885</u>

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2022 £
Unrestricted funds					
<i>General</i>					
General Funds	85,302	76,725	(76,759)	(473)	84,795
Restricted funds					
ECC - Rent Grant	-	5,000	(5,373)	373	-
Warm Rooms Grant	-	100	-	-	100
Creative Youth Cafe	-	750	(850)	100	-
	<u>-</u>	<u>5,850</u>	<u>(6,223)</u>	<u>473</u>	<u>100</u>
Total funds	<u>85,302</u>	<u>82,575</u>	<u>(82,982)</u>	<u>-</u>	<u>84,895</u>

Newcourt Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

11 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Current assets	<u>84,117</u>	<u>768</u>	<u>84,885</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2022 £
Current assets	<u>84,795</u>	<u>100</u>	<u>84,895</u>

12 Related party transactions

There were no related party transactions in the year.