



*Helping people to help themselves and each other*

## ***Annual Report and Accounts***

**2017**

**Registered Charity No. 518451  
Company No. 2048091**

SATURDAY



A23 \*A7FHT6MH\* 29/09/2018 #258  
COMPANIES HOUSE



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

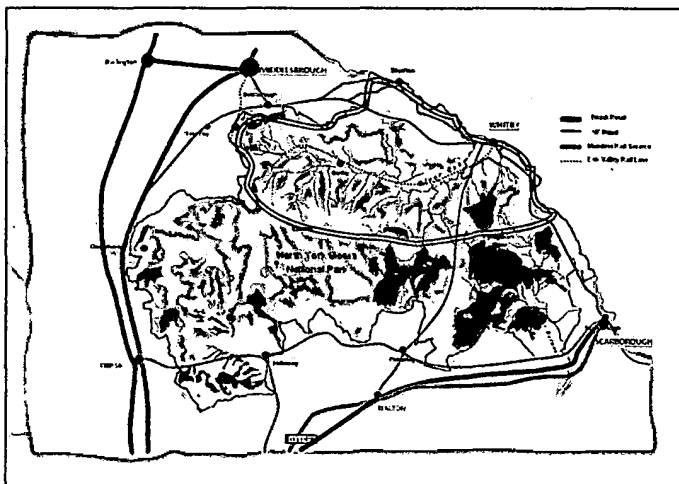
**Reg. Charity No. 518451 Company No. 2048091**

<b><u>Contents</u></b>	<b><u>Page No.</u></b>
<b>ANNUAL REPORT</b>	
Annual Report of the Trustees	2 to 6
Statement of Trustee Responsibilities	7
<b>ANNUAL ACCOUNTS</b>	
Report of the Independent Examiner	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Accounts	11 to 19
<b>SUPPORTING INFORMATION</b>	
Legal and Administrative Detail	20
Charity History	21
Charity Objects	21 to 22
Board of Trustees	22

## **ANNUAL REPORT OF THE TRUSTEES**

### **Context**

As a multi-purpose 'community anchor' charity, most of the needs to be addressed are a consequence of the isolated rural nature of the charity's area of operation. It is very sparsely populated with only 25,000 inhabitants: half in Whitby town and half scattered across several hundred square miles of the northern half of the North York Moors National Park around the Esk valley. There are no remaining bus services in most of the National Park area served,



compounding the usual rural difficulties of access to education, work and services. A third of all residents are age 60 or above and one third of all households have a single occupant. A high proportion of the community is at significant risk of social exclusion.

The Whitby travel-to-work area is characterised by high levels of self-employment; one-person businesses; working from or at home; and a few small employers. The existing enterprise profile is unlikely to generate significant job growth. In comparison with national and regional averages, the area served has a high proportion of the working age population with no or few educational qualifications; and a high proportion of low income households. Increased employment opportunities are forecast from a proposed new potash mine but, if delivered on schedule, would not be significant before 2020-24.

The very strong demand for second / holiday homes in the area, together with very limited housing development within the National Park, results in severe problems of housing affordability and availability.



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

**Reg. Charity No. 518451 Company No. 2048091**

### **Review of Activities**

#### **General**

The results for 2017 continue the sustained improvement in financial position over the past decade. The charity is now self-funding for its current operations and beginning to accrue some general fund reserves, although it is still dependent on grant funding for the development of new services.

The Trust contributes research papers to local government policy consultations, to ensure that particular issues affecting the Whitby area are given full consideration.

#### **Areas of Activity**

- **Coliseum Services**

The Coliseum Centre may be compared to a village hall on a larger scale. Located in the town centre, adjacent to the bus and train stations, it offers a wide range of services to the local community, from basic travel information to IT courses, or just a space to meet in. The events programme provides opportunities for everyone in the community to enjoy a wide variety of creative activities, as audience member or participant. The theatre venue is used for various community meetings, photographic exhibitions, visiting professional theatre and dance companies, musical events, etc. and hosts the Whitby Film Club monthly meetings. Our staff provide a licensed café-bar for evening events, when appropriate.

- **Tenancies:**

- a) **Community Café**

The Community Café is operated during the day by Dalewood Trust, who offer work based activities for people with learning difficulties. They cater for users of the building and the wider local community, by offering meals and snacks at reasonable prices.

- b) **Office Accommodation**

The Whitby community is often served on an out-reach basis from larger towns, by other charities or not-for-profit organisations. To facilitate such services, the Coliseum Centre offers fully-serviced office space and meeting rooms, either on a session basis or longer term rental, to organisations whose aims support our own.



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

**Reg. Charity No. 518451 Company No. 2048091**

### **c) Residential Accommodation:**

**The Penthouse** provides residential accommodation within the building for up to nine adults with learning difficulties and, in some cases, mental health problems. Creative Support, an industrial and provident society, provides the 24-hour support needed by our Penthouse tenants. As their landlord, we encourage and welcome our tenants to participate in the social, cultural and educational opportunities on offer in the Coliseum Centre and wider area.

**The Crows Nest** provides a self-contained flat in the Coliseum building, converted from under-used attic space with the aid of a loan from Quaker Housing Trust. It comprises two bedrooms, each en-suite, plus a kitchen and open-plan living/dining area (with rather spectacular views of Whitby Abbey and harbour, hence the name Crows' Nest).

In conjunction with Creative Support, we had identified the need for some 'training' accommodation in Whitby: to assist dependent individuals who have the potential, but lack some of the necessary skills and confidence to move directly to independent living in the accommodation offered by RSLs. Locally, this often occurs when parents become unable, through age or infirmity, to continue to provide care in the family home for their child with learning difficulties. By now middle-aged, these individuals often have a very restricted social network and lack confidence in managing without parental support. It is anticipated that the level of support required will gradually diminish, as tenants grow in skill and confidence. At the same time they are encouraged to develop a wider social network, through new friends in the Penthouse, and by participating in activities in the Coliseum Centre and other organisations in the town.

Given the cutbacks in public sector funding and the trend to provide services on-line the demand for longer-term office accommodation has fallen. Trustees are currently assessing the feasibility of converting further office space into a second self-contained residential apartment, to meet the same local needs as the Crows Nest.

- **Recycling Services**

The Network Shop is situated in Whitby town centre and sells donated items of used furniture and household items. It differs from most charity shops in that it is not intended as a fund-raising activity, but as a charitable activity: it relieves financial hardship by assisting low-income families to meet their household needs at low cost and safely. All upholstered items must bear Fire Safety regulation labels and all electrical goods are PAT tested before sale.



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

**Reg. Charity No. 518451 Company No. 2048091**

The service also helps to safeguard the environment. The area served has a high proportion of self-catering holiday accommodation, which is frequently refurbished to maintain its market appeal. Many discarded household items, still in good condition, would otherwise be sent to landfill.

The shop aids social inclusion and provides training towards employment opportunities. It is largely staffed by volunteers, several of whom have some mental health issues or other history which has prevented them securing paid employment. By acquiring customer service skills and basic stock recording – plus a good attendance record – some shop volunteers are helped to progress to paid employment. Others derive on-going benefit from the dignity, social contact, feeling of self-worth and self-respect gained by being a valued member of the shop's team of volunteers.

### **Forward Plan to 2020**

- Redevelop the Coliseum Centre website (<http://www.coliseumcentre.org>) to better inform the public of our activities and improve accessibility for phone / tablet users.
- Ensure local needs are fully represented and thus recognised by the relevant statutory authorities, particularly in relation to mental health services and hospital services.
- Secure funding to develop the Larpool Hall Walled Garden - to offer environmentally-sustainable, outdoor work opportunities for disadvantaged groups.  
The aim of the project is to provide a safe and supportive environment for adults with disabilities or special educational needs, in which they will gain a variety of horticultural skills; have exposure to a work ethic which they may not have had a chance to experience; and learn skills which will engender confidence of working in a team. All of which may improve future prospects of paid employment and enhanced independent living.
- Develop services and activities for older people to counteract social exclusion. There is a particular need to improve IT skills, given the increasing NHS emphasis on home-based tele-health care in rural areas.
- Secure funding for the refurbishment of the Coliseum Centre. Despite regular maintenance, the building fabric and fittings need a major overhaul after 20 years of public use.
- Develop a succession plan for staff and key volunteers. The rising age of retirement and increasing reliance on the voluntary sector to deliver former public sector services will reduce the available pool of local volunteers.



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

**Reg. Charity No. 518451 Company No. 2048091**

### ***FINANCIAL AND RISK MANAGEMENT***

#### **Policy on Reserves and Investments**

The charity has no investments but is accruing a general fund reserve. Trustees intend to build reserves equivalent to 3 to 6 months' normal operating expenditure to safeguard continued operation.

#### **Risk Management**

Trustees consider that the low level of reserves is the most significant risk to the charity. Health and Safety risks are under continuous assessment, given that the Coliseum Centre is a public venue.

### ***INDEPENDENT EXAMINERS***

Messrs. Philip Burley & Co have expressed their willingness to continue in office and a resolution proposing their re-appointment as independent examiners will be put to the forthcoming Annual General Meeting.

### ***PUBLIC BENEFIT STATEMENT***

The Trustees confirm that they have complied with the duty to have due regard to public benefit guidance published by the Charity Commission when reviewing the Trust's aims and objectives and in planning future activities.

### **VOLUNTEERS**

The ethos of this charity is to encourage and support people to recognise that everyone has a valuable contribution to make to their own community. A very high proportion of our work is undertaken by volunteers, who are people of all ages, from all walks of life, and with all levels of physical and mental abilities. Our staff, trustees and professional advisors also contribute significant voluntary effort.

**We thank each and every one of our supporters**



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

**Reg. Charity No. 518451 Company No. 2048091**

### **TRUSTEES' RESPONSIBILITIES**

The Trustees are required by law to prepare accounts for each financial period which give a true and fair view of the state of affairs of the Trust as at the end of the financial period. The Trustees confirm that appropriate accounting policies have been used and applied consistently, and reasonable and prudent judgements and estimates have been made, in the preparation of the accounts for the year ended 31 December 2017.

The Trustees also confirm their responsibilities to prepare the accounts on the going concern basis unless it is inappropriate to presume that the Trust will continue in business. The Trustees are responsible for maintaining adequate accounting records, for safeguarding the assets of the Trust, and for taking reasonable steps to prevent and detect fraud and other irregularities.

Approved by the Trustees on 27th September 2018 and signed on their behalf by:

A handwritten signature in black ink, appearing to read "Niall Carson", is written over a horizontal line.

**Niall Carson**  
**Deputy Chair of the Board of Trustees**



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### Independent Examiner's Report to the Trustees of Whitby Area Development Trust

I report on the accounts for the year ended 31 December 2017 set out on pages two to twenty two.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's 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 required.

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 the 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 statements 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 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 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.

Stewart Michael Davies  
ACA FCCA  
Philip Burley & Co  
Chartered Accountants  
28 Bagdale  
Whitby  
North Yorkshire  
YO21 1QL

A handwritten signature in black ink, appearing to read 'Stewart Michael Davies', is written over a horizontal line.

Date: 28/9/18



# Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

## Statement of Financial Activities for the Year Ended 31<sup>st</sup> December 2017

(including Profit/Loss statement)

	2017			2016		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
<b>INCOMING RESOURCES</b> (Notes 2,6)						
Activities to further the charity's objectives	-	182,399	182,399	1,095	184,345	185,440
Donations & legacies	-	275	275	-	418	418
Gift Aid Tax Refund	-	-	-	-	-	-
Bank interest	-	-	-	-	37	37
<b>TOTAL INCOMING RESOURCES</b>	<b>-</b>	<b>182,674</b>	<b>182,674</b>	<b>1,095</b>	<b>184,800</b>	<b>185,895</b>
<b>RESOURCES EXPENDED</b> (Notes 3,4,5,6)						
Cost of activities to further the the charity's objectives	1,150	151,878	153,028	2,707	141,962	144,669
Management & admin.	-	5,577	5,577	-	9,987	9,987
Fundraising	-	-	-	-	-	-
<b>TOTAL RESOURCES EXPENDED</b>	<b>1,150</b>	<b>157,455</b>	<b>158,605</b>	<b>2,707</b>	<b>151,949</b>	<b>154,656</b>
Net Funds at beginning of the year	6,900	950,187	957,087	8,512	917,336	925,848
Net incoming (outgoing) funds during the year	(1,150)	25,219	24,069	(1,612)	32,851	31,239
Movement between funds	-	-	-	-	-	-
<b>NET FUNDS CARRIED FORWARD</b>	<b>5,750</b>	<b>975,406</b>	<b>981,156</b>	<b>6,900</b>	<b>950,187</b>	<b>957,087</b>

(The notes on pages 11 to 16 form an integral part of these financial statements.)



# Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

## Balance Sheet as at 31<sup>st</sup> December 2017

		<u>2017</u>		<u>2016</u>	
	Note	£	£	£	£
<b>Fixed Assets</b>					
Tangible Assets	(7)		<u>971,082</u>		<u>964,929</u>
<b>Current Assets</b>					
Stocks		172		172	
Debtors	(8)	7,710		6,717	
Cash at bank/in hand		<u>60,783</u>		<u>59,835</u>	
		<u>68,665</u>		<u>66,724</u>	
<b>Creditors: amounts falling due within one year</b>	(9)	<u>(22,700)</u>		<u>(22,704)</u>	
<b>Net Current Assets</b>			<u>45,965</u>		<u>44,020</u>
<b>Total assets less current liabilities</b>			<u>1,017,047</u>		<u>1,008,949</u>
<b>Creditors: amounts falling due after more than one year</b>	(10)	<u>(35,891)</u>		<u>(51,862)</u>	
<b><u>Net Assets</u></b>			<u><u>981,156</u></u>		<u><u>957,087</u></u>
<b>Represented by:</b>					
Unrestricted Funds			<u>975,406</u>		<u>950,187</u>
Restricted Funds			<u>5,750</u>		<u>6,900</u>
<b><u>Net Total Funds</u></b>			<u><u>981,156</u></u>		<u><u>957,087</u></u>

For the year ended 31/12/16 the company was entitled to exemption under section 475 and 477 of the Companies Act 2006. No member or members eligible to do so have deposited a notice requesting an audit within the specified time period. The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company. These accounts have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board of Trustees on 27 September 2018 and signed on their behalf by

N. Carson. Deputy Chairman. Whitby Area Development Trust

(The notes on pages 11 to 19 form an integral part of these financial statements.)



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### Notes to the Accounts for the Year Ended 31<sup>st</sup> December 2017

#### **Note 1: ACCOUNTING POLICIES**

##### **1.1. Accounting Convention**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP (FRSSE) July 2014) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) effective January 2016, with the exception shown in Note 6. The charity has taken advantage of the exemption in FRSSE from the requirement to produce a cash-flow statement because it is a small company.

##### **1.2. Incoming resources**

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of goods donated for resale is included as income when the goods are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included. Income from investments is included in the year in which it is receivable.

##### **1.3. Resources expended**

Resources expended are recognised in the year in which they are incurred. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

##### **1.4. Tangible fixed assets and depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Land and buildings	- Nil provided since 2006*
Auditorium seating	- Straight line over 20 years
Fixtures, fittings and equipment	- Straight line over 10 years
Motor vehicles and computer equipment	- Straight line over 4 years

\*The freehold property is shown at current market value in accordance with SORP (FRSSE) July 2014. The difference between the depreciated value of the land and buildings and the then market value resulted in the creation of a revaluation reserve of £290,107 in 2006.



## **Annual Report and Accounts**

**For the Year ended 31 December 2017**

**Reg. Charity No. 518451 Company No. 2048091**

### **1.5 Fund Transfer of Fixed Assets**

In accordance with SORP (FRSSE) July 2014, the value of fixed assets is transferred from restricted to unrestricted funds when the asset has been purchased in whole or part from a restricted fund donation but the asset is held for a general and not a restricted purpose. The £5,750 restricted fund balance is the current asset value of the auditorium seating, funded in 2003.

### **1.6. Stock**

Stock is valued at the lower of cost and net realisable value.



# Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

## Note 2: INCOMING RESOURCES BY ACTIVITY AREA 2017

	Restricted	Unrestricted	Total	<u>2016</u>
<b>Coliseum Services</b>				
Grants	0	0	0	0
Internet Café	0	1,900	1,900	2,199
Session Rental Income	0	4,862	4,862	4,709
Event Income	0	5,495	5,495	5,536
Café Bar Income	0	6,081	6,081	6,668
Commission Income	0	199	199	243
			<u>18,537</u>	<u>19,355</u>
<b>Recycling(Note 6)</b>				
Grants	0	0	0	0
Recycling Credits	0	939	939	893
Donated Goods	0	25,433	25,433	27,753
			<u>26,372</u>	<u>28,646</u>
<b>Tenancies</b>				
Long-term rental income	0	137,196	137,196	136,107
			<u>137,196</u>	<u>136,107</u>
<b>Charity General</b>				
Grants	0	0	0	0
Donations	0	275	275	418
Other income	0	294	294	238
Gift Aid Tax refund	0	0	0	0
Bank interest	0	0	0	37
			<u>569</u>	<u>1,788</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>0</u>	<u>182,674</u>	<u>182,674</u>	<u>185,896</u>
<b>Comprising:</b>				
Income from Activities	0	182,399	182,399	184,346
Grants	0	0	0	1,095
Legacies/donations	0	275	275	418
Gift Aid Tax refund	0	0	0	0
Bank interest	0	0	0	37
	<u>0</u>	<u>182,674</u>	<u>182,674</u>	<u>185,896</u>



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### **Note 3: EXPENDITURE ON ACTIVITIES BY FUND 2017**

	Restricted	Unrestricted	Total	<u>2016</u>
	Funds	Funds		
Coliseum Services	1,150	51,846	52,996	51,062
Recycling (Note 6)	0	28,975	28,975	28,858
Tenancies	0	71,057	71,057	66,759
<b>TOTAL ACTIVITY EXPENDITURE</b>	<b>1,150</b>	<b>151,878</b>	<b>153,028</b>	<b>144,699</b>
Charity Management	0	5,577	5,577	9,987
Fundraising	0	0	0	0
<b>TOTAL CHARITY EXPENDITURE</b>	<b>1,150</b>	<b>157,455</b>	<b>158,605</b>	<b>154,656</b>

### **Note 4: ALLOCATION OF SHARED SUPPORT COSTS AND FINANCE CHARGES**

Shared costs are allocated to activity areas as shown in Note 5 below.

Allocation is made consistently on the following basis:

- Property-related costs such as utilities, maintenance services, reception and security staffing costs are allocated in proportion to the floor space occupied.
- Finance, IT and Human Resources costs are allocated according to the staffing time required for each activity area, taking into account each area's volunteer and staff headcount; payroll, invoicing and cash handling requirements, etc.
- Finance charges and loan repayments are borne by individual activity areas where applicable. Specifically, the loans from the Tees Valley Housing Trust and Quaker Housing Trust were incurred to provide the Penthouse and Crows Nest residential accommodation, so are allocated wholly to Tenancies.

**Note 5: RESOURCES EXPENDED BY ACTIVITY AREA 2017**

	Coliseum Centre	Recycling Services	Tenancies	Charity Mgt.	Fund Raising	Total Charity	<u>2016</u>
Project Staff/ Volunteer Expenses	16,902	8,623	-	674	-	26,199	28,383
Training	-	-	-	47	-	47	-
Direct Operating Costs	3,671	4,575	-	-	-	8,246	9,353
Office Expenses	85	1806	-	-	-	1,891	844
Premises Expenses	6,946	10,557	30,134	347	-	47,985	42,172
Travel	132	-	-	-	-	132	-
Shared Support costs	23,647	3,378	37,160	3,378	-	67,563	65,961
Professional Fees	-	-	-	127	-	127	398
Fundraising	-	-	-	-	-	-	-
Audit and Accountancy	-	-	-	959	-	959	2,422
Depreciation	1,448	36	2,480	36	-	4,000	3,414
Finance Charges (Note 4c)	165	-	1,282	9	-	1,456	1,709
<b>TOTAL OPERATING EXPENDITURE</b>	<b>52,996</b>	<b>28,975</b>	<b>71,056</b>	<b>5,577</b>	<b>-</b>	<b>158,605</b>	<b>154,656</b>

**TOTAL CAPITAL MOVEMENTS BY ACTIVITY AREA 2017**

(for information: not included in figures above)

	Coliseum Centre	Recycling Services	Tenancies	Charity Mgt.	Fund Raising	Total Charity	<u>2016</u>
Purchase of fixed assets	776	-	9,378	-	-	10,154	11,286
(Sale) of fixed assets	-	-	-	-	-	-	-
Loan Capital Repaid	-	-	15,739	-	-	15,739	15,534



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### **Note 6. DEPARTURE FROM THE REQUIREMENTS OF THE SORP (FRSSE) JULY 2014**

In order to present a true and fair view of the charities' activities and income, Trustees have deemed it necessary to depart from the recommendations made in SORP (FRSSE) July 2014 in the following respects:

- a) SORP (FRSSE) July 2014 requires that shop income from selling donated and bought-in goods should be classed as income from other trading activities and that the operating costs of such a shop should be classed as expenditure on fund-raising.
- b) Trustees consider that the shop activities shown under "Recycling Services" are a fundamental part of their charitable activities and have thus been included within the income and expenditure on charitable activities, not as other trading activities or fund-raising expenditure.
- c) The shop sells only donated items of used furniture and household items, in support of three charitable objectives:
  - **Relief of poverty.** The shop assists low-income families to meet their household needs, at low cost and safely. All upholstered items must bear Fire Safety regulation labels and all electrical goods are PAT tested before sale.
  - **Environmental savings:** The area served has a high proportion of self-catering holiday accommodation, which is frequently refurbished to maintain its market appeal. Many discarded household items, still in good condition, would otherwise be sent to landfill. This aspect of the shop operation is recognised by the entry for Landfill tax credits.
  - **Social inclusion and the creation of training and employment opportunities.** The shop is staffed by volunteers, many of whom have some mental health issues or other history which has prevented them securing paid employment. By acquiring customer service skills and basic stock recording – plus a good attendance record – some shop volunteers are helped to progress to paid employment. Others derive on-going benefit from the dignity, social contact, feeling of self-worth and self-respect gained by being a valued member of the shop's team of volunteers.
- d) As shown in the accounts, under the heading Recycling Services, the income was £26,372 and expenditure £28,975. Trustees accept that the shop may achieve a small surplus or small deficit from year to year. However, in accordance with the whole ethos and aims of the charity, the clear intention is to provide a self-funding charitable service, not to raise funds for use elsewhere.



# Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

## **Note 7: TANGIBLE FIXED ASSETS 2017**

	Building	Plant & Equip	Office Equip	Furn & Fix	TOTAL
<b>COST</b>					
At 1 Jan 2017	1,484,548	7,484	12,112	103,521	1,607,665
Additions	776	6,402	-	2,975	10,153
Disposals	-	4,455	-	2,278	6,733
<b>At 31 Dec 2017</b>	<b>1,485,324</b>	<b>9,431</b>	<b>12,112</b>	<b>104,218</b>	<b>1,611,085</b>
<b>DEPRECIATION</b>					
At 1 Jan 2017	528,913	5,969	12,112	95,741	642,735
On disposals	-	4,455	-	2,278	6,733
Charge for year	1,206	943	-	1,851	4,000
<b>At 31 Dec 2017</b>	<b>530,119</b>	<b>2,457</b>	<b>12,112</b>	<b>95,315</b>	<b>640,003</b>
<b>NET BOOK VALUES</b>					
At 31 Dec 2016	955,635	1,514	-	7,780	964,929
<b>At 31 Dec 2017</b>	<b>955,205</b>	<b>6,973</b>	<b>-</b>	<b>8,904</b>	<b>971,082</b>

### **\*Freehold property**

The freehold property was valued in November 2016 by BHD Partnership Ltd at £900,000 on a current market value basis.

**Note:** In undertaking the transfer of the asset value of the Coliseum building from the Restricted to the Unrestricted Fund in 2006, in accordance with Note 1.5, Trustees acknowledge their continuing obligation to use the Coliseum Building as a Community Resource Centre under the terms of the ERDF and National Lottery Charities Board grants made in 1998 towards the conversion costs of the Coliseum building.



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### **Note 8: DEBTORS 2017 (£s)**

	<b>2017</b>	<b><u>2016</u></b>
Trade debtors	2,481	2,809
Other debtors	4,402	3,321
Prepayments and accrued income	827	587
	<b><u>7,710</u></b>	<b><u>6,717</u></b>

### **Note 9: CREDITORS 2017: AMOUNTS FALLING DUE WITHIN ONE YEAR (£s)**

	<b>2017</b>	<b><u>2016</u></b>
Loans	15,739	15,500
Accruals and deferred income	979	1,025
Income received in advance	1,770	197
Trade creditors	894	2,168
Other taxes and social security costs	3,318	3,814
	<b><u>22,700</u></b>	<b><u>22,704</u></b>

### **Note 10: CREDITORS 2017: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR (£s)**

	<b>2017</b>	<b><u>2016</u></b>
Tees Valley Housing Trust**	20,891	33,862
Quaker Housing Trust	15,000	18,000
	<b><u>35,891</u></b>	<b><u>51,862</u></b>

\*\*Debt secured on the Coliseum building

### **Note 11: ANALYSIS OF ASSETS BETWEEN FUNDS 2017**

	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fund balances at 31 Dec 2017 as represented by:</b>			
Tangible Fixed Assets	5,750	965,332	971,082
Current Assets	0	68,665	68,665
Current Liabilities	0	(22,700)	(22,700)
Long-term Liabilities	0	(35,891)	(35,891)
	<b><u>5,750</u></b>	<b><u>975,406</u></b>	<b><u>981,156</u></b>



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### **Note 12: RESTRICTED FUNDS MOVEMENTS 2017**

	Balance as at 1 Jan 2017	Movement	Balance as at 31 Dec 2017
	£	£	£
Auditorium Seating	6,900	(1,150)	5,750

### **Note 13: CHARITY ACTING AS AGENT**

On occasion, the charity acts as an agent for other not-for-profit groups in the local community. It does this primarily by acting as an accountable body for unincorporated groups without a bank account, usually pending an application for charitable status or incorporation. Such funds are held entirely separately from the charity's main account with Unity Trust Bank. Funds are only released from the associated account on receipt of written authorisation from two designated members of the community group.

The charity receives no payment or commission from such arrangements.

### **Note 14: STAFFING:**

The number of staff employed at the year-end was as follows:

Shared Support Services:      Full-time: 3      Part-time: 3

No employee was paid £60,000 p.a. or higher.



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### SUPPORTING INFORMATION

#### LEGAL AND ADMINISTRATIVE DETAIL

**Name:** The name of the organisation became the **Whitby Area Development Trust** on 16th March 2011. It was formed by merger of the Whitby Resource Centre, a registered charity (generally known under the name "Whitby Network") with the Whitby Area Community Development Trust, a private company limited by guarantee.

**Status:** Charity established as a private company limited by guarantee (Company number 2048091) on 9 August 1986 and registered with the Charity Commission (Charity no. 518451) on 12 February 1987.

**Principal Address**

**& Registered Office:** The Coliseum Centre, Victoria Place, Whitby. North Yorkshire. YO21 1EZ

**Governing Documents:** Memorandum and Articles of Association incorporated 9th August 1986, as amended by special resolutions passed on the 23<sup>rd</sup> October 2009 and 16<sup>th</sup> December 2010. Charity and Company name amended by Certificate of Incorporation issued 16<sup>th</sup> March 2011.

**Organisation:** The organisation is independent of any other charity or organisation and has no subsidiaries or branches. The charity rents shop premises in Whitby and owns the freehold of the Coliseum Centre building, which provides office, residential and community space. Serviced office space in the Coliseum Centre is available for rent to not-for-profit organisations whose activities promote and complement the objects of the charity. Day-to-day management of the charity is delegated to Susan Hudson, the Coliseum Manager who is the Chief Executive Officer.

**Accountants:** Philip Burley & Co.  
Chartered Accountants & Registered Auditor  
28 Bagdale, Whitby, North Yorkshire. YO21 1QL

**Bankers:** Unity Trust Bank plc. Nine Brindleyplace, Birmingham. B1 2HB

**VAT registration:** Registration No: 602231600



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

### HISTORY OF THE CHARITY

**Mission:** *"Helping people to help themselves and each other"*

Originally known as Whitby Network, the charity has been serving the local community since 1984, starting with an Advice Centre and evolving to meet a wide range of community needs. In 1998 it purchased the redundant Coliseum cinema building, which is centrally situated next to the bus and train stations in Whitby. The Coliseum was converted to a community centre, which also incorporates self-contained residential accommodation for adults with learning difficulties. The Coliseum Centre offers a variety of high quality office space, meeting, lecture and assembly rooms, together with the community café, theatre, and internet cafe.

The charity became the Whitby Area Development Trust in 2011, when Whitby Network merged with the Whitby Area Community Development Trust, a company limited by guarantee formed in 2007. The Community Development Trust had a greater focus on environmental and sustainability issues across the Whitby Area and a wider community involvement from the rural areas. Accordingly, the merged charity secured the approval of the Charity Commission, to adopt new objects covering rural and urban regeneration.

### CHARITY OBJECTS

"The promotion for the benefit of the public of urban or rural regeneration in areas of social and economic deprivation (and in particular in the Whitby district and surrounding area) by all or any of the following means:

- (a) the relief of financial hardship;
- (b) the relief of unemployment;
- (c) the advancement of education, training or retraining, particularly among unemployed people, and providing unemployed people with work experience;
- (d) the creation of training and employment opportunities by the provision of workspace, buildings, and/or land for use on favourable terms;
- (e) the provision of housing for those who are in conditions of need and the improvement of housing in the public sector or in charitable ownership provided that such power shall not extend to relieving any local authorities or other bodies of a statutory duty to provide or improve housing;
- (f) the maintenance, improvement or provision of public amenities;
- (g) the preservation of buildings or sites of historic or architectural importance;
- (h) the provision of recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, have need of such facilities;



## Annual Report and Accounts

For the Year ended 31 December 2017

Reg. Charity No. 518451 Company No. 2048091

- (i) the protection or conservation of the environment;
- (j) the provision of public health facilities and childcare;
- (k) such other means as may from time to time be determined by the trustees."

### THE BOARD OF TRUSTEES

Leslie Overton	(Chairman)
Niall Carson	(Deputy Chairman)
Susan Boyce	(Treasurer)
John McEachen	
Pamela Reeves	
Bill Breakell	Resigned 10.10.17
Lance Garrard	Resigned 27.03.18
Ian Donald	Appointed 27.02.18
Sir Frederic Strickland-Constable	

John McEachen and Pamela Reeves are the trustees due to retire by rotation at the AGM, in accordance with the Articles of Association.

**Company Secretary:** Susan Hudson, appointed 01.06.06

**Trustee Meetings:** There were 9 full Trustee meetings during 2017.

**Trustee Payment:** No Trustee or person connected with a Trustee received any payment.

**Trustee Selection:** The Board identifies specific skill or representation gaps in the current board, then attempts to fill them from the local community by word of mouth; by inviting Coliseum Centre users to register such an interest; and by advertising in the newsletter of Community First Yorkshire. After eligibility checks, potential Trustees attend as non-voters for several meetings before being invited to stand for election on a vote of the existing Trustees.

**Trustee Training** New Trustees are provided with an induction pack, including job descriptions of the various trustee roles and Charity Commission publications on the Duties of Trustees, etc. Trustees are expected to attend training courses and other training events offered locally by Community First Yorkshire and regionally by Locality (formerly bassac).

=====