

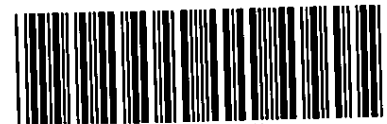
Newton-Le-Willows Family & Community Association

Charity number 10539999

A Company limited by guarantee number 02819229

Annual Report and Financial Statements for the year ended 30 September 2007

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Greater Merseyside Community
Accountancy Service

Newton-Le-Willows Family & Community Association

Annual Report and Financial Statements for the year ended 30 September 2007

Contents	Page
Trustees' report	2 to 4
Accountant's Report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 to 12

Prepared by the Greater Merseyside Community Accountancy Service

Newton-Le-Willows Family & Community Association

Trustees' report

The trustees during the year were

Name	Position	Dates
Tracy Mangan	Treasurer	
Dianne Lee		
Tom Doyle		
Shaun Smith	Chairperson	
Dave Jones		
Claire Glover		
Judi Lunt	Secretary	Resigned Feb 07
Kevin Cosgrove	Vice Chair	

Method of appointment

Members of the board of trustees, who are the directors for the purpose of company law and trustees for the purpose of charity law who served during the year are set out on page 2. The trustees meet monthly and receive reports from management to manage their charity's affairs.

Registered address

Park Road South
Newton-Le-Willows
Merseyside
WA12 8EX

Principal address

Park Road South
Newton-Le-Willows
Merseyside
WA12 8EX

Bankers

Barclays
6 Market Place
Wigan
WN1 1QS

Governing document

The organisation is a charitable company limited by guarantee, incorporated 18 May 1993. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association.

Objects of the organisation

To promote the benefit of the inhabitants of the area of benefit.

Accountant

Greater Merseyside Community Accountancy Service

Tontine House
24 Church Street
St Helens
WA10 1BD

Newton-Le-Willows Family & Community Association

Trustees' report continued

Review of progress and achievements

Over the past 20 years the Centre has gone from strength to strength and this year has been no exception. Not only has the management committee continued to listen carefully and respond to local residents/centre users but has also been pro-active in filling in the gaps in provision as our diverse programme of activities/services demonstrates.

Our Sept –Dec programme is the largest in the history of the Centre with over 70 different activities and services held on a weekly basis. We also run various "one-offs" (one day or short course/even) as and when needed. We take pride in the fact that we offer such a varied, accessible programme on such limited resources.

Our membership within the Centre Managers Network, and subsequently partnership with the CommunitEs project has been extremely successful and productive.

This partnership has enabled us to continue to maintain and expand upon the courses we offer and offer a progression route to all learners. CommunitEs is now the main provider of the courses we run. In addition to the numerous foreign language, cake decorating, jewellery making courses etc we run several accredited courses e.g. – 2 British Sign Language, Classroom Assistant, CLAIT, OCN Computers and Aromatherapy. Since September this year there has been a 300% increase in learners attending courses (compared with July) throughout the borough 80% of which attend courses at the Centre.

The project itself ensures students are offered a route of progression in their chosen subject. The feedback we have received from students confirms that not only are they improving their skills but also that their self confidence and self esteem improves. All of the courses are monitored and evaluated and students are encouraged to record their own "Learner Stories". Here are some excerpts from some of their stories,

"I attend the French Class, I cannot say how it has improved my life" Kath Mannion

"I feel more confident from attending the class as I feel I have achieved more than I thought I could" Audrey Johnson

"In the past I haven't had the confidence to do a course, but I wanted to learn Spanish. I made the effort and I'm glad I did. It has helped me on holiday and I have made new friends. I would say to anyone who was doubtful about joining a course just to try it" Barbara Jones

"This has been a wonderful experience. If there is anyone in doubt about joining, please give it a try. They will enjoy the new learning environment" Margaret Dalton

"With didgey photography you see the results as you take them. I also learned how to use the computer and editing and burning photos to CD for a slide show. The community centre is a great place to learn and the tutors are really helpful" Joe McQuirk

Contribution of Volunteers

We continue to have the valued support of many volunteers during the year, our oldest volunteer is 84 years of age and has played an active role for 24 years (before the centre opened) our youngest is 11 years old and has 'grown up' within the centre.

We are particularly keen to welcome new volunteers particularly those with minute taking/secretarial skills with the commitment to support our newly elected committee.

Finance

Our biggest disappointment this year was our unsuccessful application to Big Lotteries Reaching Communities. In the long term this places our financial security of the centre in jeopardy. However, the trustees have a concerted effort to address the funding issue and are pursuing other alternatives.

Funding from St Helens Together (Pathways - Capacity Building Fund) has been gratefully received, as to, was the financial support from the Coalfields Regeneration Trust. Their funding paid for the two key workers played a fundamental part in us receiving such a glowing Ofsted report. Funding from St Helens Together has also enabled us to produce high quality publicity and promotional material including our latest "What's On".

St Helens Council also provided us with the much needed funding to replace our light fittings and to run our health initiatives.

Newton-Le-Willows Family & Community Association

Trustees' report continued

Special Achievements

We were particularly proud to have received an 'outstanding' report from our recent OFSTED inspection. It made all the hard work and meticulous planning worthwhile. The report alone demonstrates the calibre of and team work between volunteers and paid workers.

Here is an excerpt from the report - Helping children achieve well and enjoy what they do.

"The provision is outstanding. All children relish their time and are confident and self-assured within the provision's welcoming environment. They thrive and made excellent progress because the staff are highly skilled, extremely motivated and use their very good understanding of early years guidance. Such as 'Birth to three matters' and play work training to provide high quality

Reserves Policy

The trustees are currently reviewing the adequacy of the charity's reserves. The trustees are confident that reserves are sufficient to enable the charity to continue meeting its stated aims and objectives. A formal policy will be drafted and adopted during the year 2007/8.

Risk Management

The trustees have assessed the major risks to which the charity is or may be exposed, and in particular those related to the operations and financing of the charity. It is satisfied that by reviewing its policies, procedures and systems regularly it is mitigating its exposure to major risks.

Statement of Directors' responsibilities

Company law requires the directors to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the company and of the profit and loss of the company for that period. In preparing those financial accounts, the directors are required to

select suitable accounting policies and apply them consistently

make reasonable and prudent judgements and estimates

prepare the accounts on a going concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report is prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of the directors by

Signature



Name Tom Doyle

Date 20th November 2007

Newton-Le-Willows Family & Community Association
Accountant's report to the members of
Newton-Le-Willows Family & Community Association
for the year ended 30 September 2007

We report on the accounts for the year ended 30th September 2007 set out on pages 7 to 11

Respective responsibilities of directors and reporting accountants

As described on page 2 the directors who also act as trustees for the charitable activities of Newton-Le-Willows Family & Community Association are responsible for the preparation of the accounts, and they believe that the charity is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of Opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charity, and making such limited enquiries of the officers of the charity as we consider necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion

- a) the accounts are in agreement with accounting records kept by the charity under section 221 of Companies Act 1985 ('the Act')
- b) having regard only to, and on the basis of, the information contained in those accounting records

☐ the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act 1985,

☐ the charity satisfied the conditions for exemption from an audit of the accounts year specified in section 249A(4) of the Act and did not, at any time within the year, fall within any of the categories of companies not entitled to exemption specified in section 249b(1)

Signed



Date 26th November 2007

Greater Merseyside Community Accountancy Service

Tontine House
24 Church Street
St Helens
WA10 1BD

Newton-Le-Willows Family & Community Association
Statement of Financial Activities
for the year ended 30 September 2007

	Notes	2007 Unrestricted funds £	2007 Restricted funds £	2007 Total funds £	2006 Total funds £
Incoming Resources					
Grants and donations	(2)	1,468	24,726	26,194	84,040
Café Sales		6,108	-	6,108	6,735
Creche Provision		-	2,284	2,284	-
Voluntary Income		4,770	5,550	10,320	6,881
Room Hire		49,238	-	49,238	38,215
Fundraising		1,604	-	1,604	-
Bank interest		1,085	-	1,085	1,319
Total incoming resources		64,273	32,560	96,833	137,190
Resources expended					
Salaries and NICs	(3)	56,054	9,692	65,746	61,123
Sessional Workers		980	1,928	2,907	-
Tutor Fees		-	240	240	-
Staff travel expenses		399	-	399	463
Licenses		153	-	153	201
Computer Software & Expenditure		2,569	-	2,569	2,876
Equipment		-	506	506	-
Training		2,184	-	2,184	8,767
Playscheme Expenses		0	3,034	3,034	2,030
Volunteer expenses		545	-	545	-
Phone and postage		1,141	1,514	2,655	1,561
Printing and stationery		1,120	1,120	2,240	3,650
Advertising and publicity		192	1,236	1,428	-
Insurance		-	1,575	1,575	2,679
Accountancy		1,287	-	1,287	787
Administration		30	-	30	-
Sundries		-	115	115	235
Refreshments		-	141	141	-
Depreciation		-	6,996	6,996	6,255
Bank Interest & Charges		70	-	70	71
Repairs & Renewals		2,267	-	2,267	12,867
Maintenance		3,854	-	3,854	-
Cleaning		1,746	-	1,746	3,590
Water & Refuse Removal		-	-	-	1,312
Utilities		4,172	-	4,172	3,291
Café Supplies		3,175	-	3,175	3,168
Community Activity Costs		-	1,848	1,848	1,267
Subscriptions		166	-	166	-
Total resources expended	(4a)	82,104	29,945	112,048	116,193
Net incoming / (outgoing) resources		(17,831)	2,615	(15,216)	20,997
Fund balances brought forward		96,284		96,284	75,287
Fund balances carried forward	(4)	78,453	2,615	81,068	96,284

Newton-Le-Willows Family & Community Association

Balance sheet

as at 30 September 2007

		2007 Unrestricted £	2007 Restricted £	2007 Total £	2006 Total £
Fixed Assets					
Tangible Assets	(5)	-	29,814	29,814	29,281
Total fixed assets		<u>-</u>	<u>29,814</u>	<u>29,814</u>	<u>29,281</u>
Current Assets					
Debtors and prepayments	(6)	5,793	-	5,793	5,171
Cash at bank and in hand	(7)	47,131	-	47,131	63,801
Total current assets		<u>52,925</u>	<u>-</u>	<u>52,925</u>	<u>68,972</u>
Current liabilities: amounts falling due within one year					
Creditors and accruals	(8)	1,671	-	1,671	1,969
Total current liabilities		<u>1,671</u>	<u>-</u>	<u>1,671</u>	<u>1,969</u>
Net current assets / (liabilities)		<u>51,254</u>	<u>-</u>	<u>51,254</u>	<u>67,003</u>
Total assets less current liabilities		<u>51,254</u>	<u>29,814</u>	<u>81,068</u>	<u>96,284</u>
Creditors: amounts falling due after one year		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net assets		<u>51,254</u>	<u>29,814</u>	<u>81,068</u>	<u>96,284</u>
Funds					
Restricted Funds		-	2,615	2,615	-
Unrestricted funds		78,453	-	78,453	-
Total Funds		<u>78,453</u>	<u>2,615</u>	<u>81,068</u>	<u>96,284</u>

The directors consider that for the period ended 30 September 2007 the company was entitled to exemption under subsection 1 of section 249A of the Companies Act 1985. No member or members have deposited a notice requesting an audit for the financial year under subsection 2 of section 249B of the Act.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and preparing financial statements 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 and loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small companies and with the Financial reporting Standard for Smaller Entities.

The financial statements were approved at a meeting of the trustees and signed on its behalf by

Signature *Dianne Lee*

Dianne Lee

Treasurer

Date 20th November 2007

Newton-Le-Willows Family & Community Association

Notes to the accounts

for the year ended 30 September 2007

1 Accounting Policies

a Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable accounting standards and the Companies Act 1985

There has been no change to the accounting policies since last year

No changes have been made to the accounts for previous years

b Income

Donations and legacies are accounted for when received by the charity Other income is accounted for on an accruals basis as far as is prudent to do so

c Grants

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided Capital grants are recognised on receipt in the Statement of Financial Activities This policy has been adopted to give a true and fair view as recommended by the SORP

d Taxation

As a registered charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT Irrecoverable VAT is included in the cost of those items to which it relates

e Tangible Fixed Assets

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £500

Rates of depreciation

Improvements to property written off over the remaining period of lease, currently 6 years

Fixtures and fittings 15% straight line basis to nil

Equipment 20% straight line basis to nil

Computer Equipment 33% straight line basis to nil

f Pensions

Contributions are charged when they become due in accordance with the scheme rules

g Fund accounting

Funds held by the charity are either

Unrestricted general funds

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees

Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects

Further explanation of the nature and purpose of each fund is included in the notes to the accounts

Newton-Le-Willows Family & Community Association

Notes to the accounts continued

for the year ended 30 September 2007

2 Grants and Donations	2007 Unrestricted funds £	2007 Restricted funds £	2007 Total funds £	2006 Total funds £
MPFA	-	250	250	
Kellogs	-	400	400	
St Helens Together	-	4,696	4,696	
St Helens MBC	-	8,368	8,368	
Ravenhead Renaissance	-	418	418	
Lloyds TSB	-	7,440	7,440	
Coalfields	-	2,654	2,654	
St Helens Chamber	-	500	500	
Donations	1,468	-	1,468	
	<u>1,468</u>	<u>24,726</u>	<u>26,194</u>	<u>-</u>
2a Voluntary Income	2007 Unrestricted funds £	2007 Restricted funds £	2007 Total funds £	2006 Total funds £
Membership	262	-	262	
Registration Fees	2,242	-	2,242	
Office Supplies	1,374	-	1,374	
St Helens CVS	-	1,087	1,087	
CAA	-	4,463	4,463	
Efiling fee	150	-	150	
Miscellaneous Income	742	-	742	
	<u>4,770</u>	<u>5,550</u>	<u>10,320</u>	<u>-</u>
3 Staff costs and numbers			2007 £	2006 £
Gross salaries			59,006	59,375
Social security costs			4,077	-
Pensions			2,664	1,748
			<u>65,746</u>	<u>61,123</u>

No employee earned £50,000 per annum or more in the current accounting period

The average number of employees during the year was 4.5 FTE (2006 4.5)

The charity operates defined contribution pension schemes in respect of its employees. These contributions are made to externally administered pension schemes. The pension cost represents the contributions payable by the organisation to the fund.

Newton-Le-Willows Family & Community Association
Notes to the accounts continued
for the year ended 30 September 2007

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
MPFA	-	250	250	-	-
Kellogs	-	400	400	-	-
St Helens Together	-	4,696	4696	-	-
St Helens MBC	-	8,368	8368	-	-
Ravenhead Renaissance	-	418	418	-	-
Lloyds TSB	-	7,440	7,440	-	-
Coalfields	-	2,654	2,654	-	-
St Helens Chamber	-	500	500	-	-
St Helens CVS	-	1,087	1,087	-	-
Creche Providers	-	2,284	2,284	-	-
CAA	-	4,463	1,848	-	2,615
	-	32,560	29,945	-	2,615

Purpose of restricted funds

St Helens MBC provided funding towards the replacement lighting within the centre, yoga classes and Passport to Health

St Helens Together Pathways funded our after school club, Feel Good Factor, the volunteer's day out and our 'What's On' brochure and our health initiatives

Kellogs provided £970 towards room hire and tutor fees

Coalfields Regeneration contributed towards creche co-ordinator

St Helens CVS GOLearn provided funding for a new projector

Lloyds TSB contributed towards the office administration costs

Merseyside Playing Fields Associaton contributed towards our playscheme

Newton-Le-Willows Family & Community Association

Notes to the accounts continued for the year ended 30 September 2007

4a Analysis of Charitable Activities

	Notes	Centre Costs	Creche	Café	CAA	Playscheme	Total 2007
		£	£	£	£	£	£
Salaries and NICs	(3)	56,054	9,692	-	-	-	65,746
Sessional Workers		-	-	-	-	2,907	2,907
Tutor Fees		-	-	-	-	240	240
Staff travel expenses		399	-	-	-	-	399
Licenses		153	-	-	-	-	153
Computer Software & Expenditure		2,569	-	-	-	-	2,569
Equipment		506	-	-	-	-	506
Training		2,184	-	-	-	-	2,184
Playscheme Expenses		-	-	-	-	3,034	3,034
Volunteer expenses		545	-	-	-	-	545
Phone and postage		2,655	-	-	-	-	2,655
Printing and stationery		2,240	-	-	-	-	2,240
Advertising and publicity		1,428	-	-	-	-	1,428
Insurance		1,575	-	-	-	-	1,575
Accountancy		1,287	-	-	-	-	1,287
Administration		30	-	-	-	-	30
Sundries		115	-	-	-	-	115
Refreshments		141	-	-	-	-	141
Depreciation		6,996	-	-	-	-	6,996
Bank Interest & Charges		70	-	-	-	-	70
Repairs & Renewals		2,267	-	-	-	-	2,267
Maintenance		3,854	-	-	-	-	3,854
Cleaning		1,746	-	-	-	-	1,746
Water & Refuse Removal		-	-	-	-	-	-
Utilities		4,172	-	-	-	-	4,172
Café Supplies		-	-	3,175	-	-	3,175
Community Activity Costs		-	-	-	1,848	-	1,848
Subscriptions		166	-	-	-	-	166
		<u>91,152</u>	<u>9,692</u>	<u>3,175</u>	<u>1,848</u>	<u>6,181</u>	<u>112,048</u>

Newton-Le-Willows Family & Community Association
Notes to the accounts continued
for the year ended 30 September 2007

5 Tangible assets	Improvements to Buildings	Equipment	Fixtures & Fittings	Computers & Equipment	Total
Cost	£	£	£	£	£
At 1 October 2006	71,362	35,815	1,271	10,135	118,583
Additions	6,580	949	-	-	7,529
At 30 September 2007	<u>77,942</u>	<u>36,764</u>	<u>1,271</u>	<u>10,135</u>	<u>126,112</u>
Depreciation					
At 1 October 2006	53,811	27,450	1,270	6,771	89,302
Charge for year	4,022	1,863	1	1,110	6,996
At 30 September 2007	<u>57,833</u>	<u>29,313</u>	<u>1,271</u>	<u>7,881</u>	<u>96,298</u>
Net book value					
At 30 September 2007	<u>20,109</u>	<u>7,451</u>	<u>-</u>	<u>2,254</u>	<u>29,814</u>
At 30 September 2006	<u>17,551</u>	<u>8,365</u>	<u>1</u>	<u>3,364</u>	<u>29,281</u>

6 Debtors and prepayments	2007	2006
	£	£
Debtors	4,895	4,671
Prepayments	898	500
	<u>5,793</u>	<u>5,171</u>

7 Cash at bank and in hand	2007	2006
	£	£
Current Account	2,679	-
Business Account	44,361	63,701
Cash in hand	91	100
	<u>47,131</u>	<u>63,801</u>

8 Creditors and accruals	2007	2006
	£	£
Bank a/c 1	-	834
Creditors	1,671	233
Accruals	-	902
Deferred income	-	-
	<u>1,671</u>	<u>1,969</u>

9 Trustee remuneration and expenses

No trustees received any remuneration or expenses during the accounting period

10 Related party transactions

There were no related party transactions during the period