

**REGISTERED COMPANY NUMBER: 05235539 (England and Wales)**  
**REGISTERED CHARITY NUMBER:1108131**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2018  
FOR  
ST MARTIN'S CENTRE PARTNERSHIP**

**ROBSON LAIDLER ACCOUNTANTS LIMITED**

Fernwood House  
Fernwood Road  
Jesmond  
Newcastle upon Tyne  
NE2 1TJ

**ST MARTIN'S CENTRE PARTNERSHIP**

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FOR THE YEAR ENDED 31 MARCH 2018**

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**ST MARTIN'S CENTRE PARTNERSHIP**

**REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31 MARCH 2018**

**TRUSTEES**

E Mitsides  
S Herbert (Chair)  
G Park  
P W Rhodes  
T Lennox  
J Harris  
G A Dunn (Treasurer)  
L Williams  
A Gaskell (resigned 5.12.17)

**REGISTERED OFFICE**

St Martins Centre  
Roman Avenue  
Byker  
Newcastle upon Tyne  
NE6 2RJ

**REGISTERED COMPANY NUMBER**

05235539 (England and Wales)

**REGISTERED CHARITY NUMBER**

1108131

**INDEPENDENT EXAMINER**

Robson Laidler Accountants Limited  
Fernwood House  
Fernwood Road  
Jesmond  
Newcastle upon Tyne  
NE2 1TJ

**BANKERS**

Unity Trust Bank plc  
Nine Brindley Place  
Birmingham  
B1 2HB

## ST MARTIN'S CENTRE PARTNERSHIP

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

The trustees are pleased to present their annual directors' report with the financial statements of the charity for the year ended 31 March 2018, which are also prepared to meet the requirement of a directors' report and accounts for Companies Act purposes

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their annual accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

St Martin's Centre was completed in 2006 and is a large, bright space consisting of four multipurpose rooms, a café, a kitchen, nursery and a church. Situated in the heart of Byker in Newcastle upon Tyne, the Centre provides a facility which is used by all sections of this community as a safe meeting and learning place.

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The objects as set in the Governing Document are:

- to promote the physical, intellectual and social development of young children, particularly those who are disadvantaged, to ensure that they are ready to flourish when they go to school;
- to promote the benefit of the inhabitants of the City of Newcastle upon Tyne, and in particular the East End of that City (the area of benefit) by associating together the local inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants;
- to advance the Christian religion;
- to establish or secure the establishment of a Community Centre and to manage and to maintain the same and to do all such things as are usually carried out in such a centre in furtherance of these aims.

The Charity fulfils these objects by:

- The delivery of children's services specifically for the local community in liaison with partners including Sure Start through which the Charity seeks to provide opportunities for personal, social and spiritual development of children and their families to address issues that affect their lives and maximise opportunities for children.
- Working in a wide number of partnerships including statutory bodies and other voluntary sector organisations and in consultation with the local community to provide facilities and activities to increase awareness and opportunities for residents.
- St Martin's Centre incorporates a fully operational church and the Centre works in close partnership with the church. The vicar is a trustee and the Chair on the St Martin's Centre Partnership Board. Additionally, trustees and staff are required to be sympathetic to the Christian aims and purposes of the charity.
- The charity operates around the delivery of services principally within the St Martin's Centre premises. The categories of services for St Martin's Centre are as provider of, facilitator for and host to services delivered which both maximise the use of the space and provide the best possible facilities for the local users. The charity aims to include services and activities for all age ranges, cultures, circumstances and abilities.

The Mission of St Martin's Centre Partnership is that:

**"St Martin's Centre is a place to grow, learn and worship for everyone and is in the heart of the community. We are passionate about believing that every person matters and we are dedicated to help all local people to enjoy happy, healthy and safe lives and to help everyone reach their full potential".**

## ST MARTIN'S CENTRE PARTNERSHIP

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

#### OBJECTIVES AND ACTIVITIES

##### Significant activities

The trustees approved a revised business plan, which outlined the programme of activities and development areas for the year. We have maintained existing programmes of work with children and families, older people and volunteers. Our work with older people has continued to expand, with support from the Kellett Fund, with social groups, exercise classes or hot, nutritious meals offered daily.

The nursery has continued to flourish and has become an integral part of the centre, this has increased footfall and nursery parents are now very involved in centre life. Our work with families and young children has increased with the support of the Guy Readman Endowment Fund. Staff deliver weekly groups that encourage children to build social skills, emotional confidence and increase physical activity.

The most significant project this year is volunteering, with the support of LA7 Community Grant through the European Social Fund and Newcastle Fund the café and nursery offer the opportunity to gain hands on skills and qualifications in a professional workplace. Many of our volunteers have moved into or closer to employment and further training. This work has attracted the continued support of Newcastle Fund for a further year and we look forward to building on the success of the project.

##### Public benefit

When planning the activities for the year, the trustees have regard to the Charity Commission's guidance on public benefit. St Martin's Centre runs activities and programmes for all age ranges and the services are open to all members of the local community.

The people accessing our services benefit directly through the services and activities we provide. Through participation in our programmes and activities they develop the skills and confidence to be able to make positive choices and are able to increase their living standards, health and wellbeing. Working with our staff they are able to identify barriers to success and develop the skills and strategies to overcome them and progress into education, employment, volunteering or training. They are able to form better relationships with peers and families and work towards contributing to the local community in a positive way. This also benefits the family and the local community.

95% of the children attending the nursery during the year have free places, either through the 2 year old offer, or the 3-5 year old offer.

##### Volunteers

St Martin's Centre has a volunteering policy in place, together with volunteer agreements and staff policies which also relate to volunteers. We had 35 volunteers during the financial year, with 15 active volunteers at the year end. Currently we have 21 volunteers.

#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

Our general activities within the centre are driven by the community around us in Byker and Walker, Newcastle upon Tyne, and we offer a wide range of activities for all age groups, such as the under-five play groups, nursery provision for two to five year olds and activities for young people such as the Kids' Kitchen project, which has taught children culinary skills together with the benefits of a healthy lifestyle. For the over 55s, we offer a community lunch and social/support groups to tackle the key problem of social isolation amongst the elderly within Byker and Walker. We also offer a volunteering project providing skill building, training and volunteering experience in a professional workplace for local people. We have worked closely with the Community Family Hub, targeting those families most in need of our services. We are a dynamic and evolving centre that looks to identify the need within our community and develop services appropriately.

## **ST MARTIN'S CENTRE PARTNERSHIP**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018**

#### **FINANCIAL REVIEW**

##### **Financial dependency**

St Martin's Centre continues to be influenced by the uncertainty of financial support to the voluntary sector and the general economic downturn. However, the charity continues to receive significant income to operate its essential services and support core costs, including from Newcastle City Council for Community Family Hub activities.

In addition to this income, the centre has benefited from the support of many funders in the year, including the Garfield Weston, the Kellett Fund at the Community Foundation serving Tyne & Wear and Northumberland, Guy Readman Endowment Fund, the 1989 Willan Charitable Trust, Comic Relief, LA7 Community Project funded by the European Social Fund, Newcastle Fund and The Hadrian Trust.

The trustees are confident that the delivery of the business plan and 3-year strategic plan will continue to increase awareness of the services and aims of the centre, which in turn will continue to attract funding, despite the current economic climate. We are also seeking to become more sustainable through the operation of our café, external catering and the hiring out of room space.

##### **Investment policy and objectives**

The fund balances carried forward at 31 March 2018 show a surplus total of £111,396 (2017: £80,520). An operating surplus at 31 March 2018 amounting to £30,876 (2017: £38,495 deficit) is shown in the Statement of Financial Activities.

The majority of funds are to be spent in the short term, so there are few funds for long term investment.

##### **Reserves policy**

The Charity currently has a contingency fund of reserves and any interest accrued is applied to the work of the charity.

At 31 March 2018 the free reserves amounted to £55,672 (2017 : £28,485) which amounts to approximately 1.5 month's running costs. The target agreed by the Trustees is to hold 6 months running costs as recommended by the Charity Commission and we will aim to increase reserves nearer to this level during 2018-2019.

##### **Designated reserves**

There are no designated reserves in place at the year end other than the capital asset fund, which represents the net book value of assets purchased using specific grant funding.

##### **Insurance**

St Martin's Centre Partnership used Ecclesiastical Insurance plc as the main insurers for the year and Hiscox Insurance Company Limited as the insurers for the nursery.

##### **Political contributions**

The Charity made no political contributions during the year.

##### **Policy of payments of creditors**

It is St Martin's Centre's policy to pay all suppliers within their settlement terms.

##### **Pension Commitment**

St Martin's Centre Partnership has a pension scheme arrangement with Royal London and makes employer's contributions to the scheme. Membership is offered to all staff and includes death-in-service cover. The company also set up a NEST scheme during the year to meet its auto enrolment duties.

#### **FUTURE PLANS**

All of the services and activities for children, young people, volunteers and older adults will continue to be offered. The trustees are focused on the continued development of our café, 'The Avenue', including the provision of outside catering and events to support the sustainability of the café and enable the continuation of excellent value for money for local people.

## ST MARTIN'S CENTRE PARTNERSHIP

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The charity's governing documents are its Memorandum and Articles of Association, which constitute the charity as a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity's full name is St Martin's Centre Partnership. It is a registered charity in the United Kingdom, Charity No: 1108131 and a company limited by guarantee, registered in England No: 05235539.

##### Recruitment and appointment of new trustees

Trustees may from time to time appoint a new member of the charity as a trustee, whether to fill a casual vacancy or by way of addition to the Board, provided that the prescribed maximum term is not then exceeded. Trustees are appointed for three years and are eligible for re-election for further three year terms.

##### Organisational structure

The charity is managed by a Board of Trustees together with a Finance Sub-Committee. Both of these meet bi-monthly. The Chief Officer and Finance Manager attend meetings of the Board of Trustees and the sub-committee but have no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rests with the Chief Officer. The Chief Officer is responsible for ensuring that the charity delivers the services agreed by the Board of Trustees and ensuring adequate support and supervision of the staff team.

##### Induction and training of new trustees

When recruiting trustees, the Board looks for individuals with skills and experience which are of value to St Martin's and which may not be represented by existing trustees. Trustees are recruited by recommendation, by personal invitation, representatives from partnerships, application from volunteer web site agencies or from current or historic service users. Anyone wishing to become a trustee is required to undergo a check with the Disclosure and Barring Services (DBS) at enhanced level and sign a declaration that they are not debarred from holding office. After appointment all new trustees go through an induction led by staff and board members.

##### Key management remuneration

The trustees consider the board of trustees, senior staff and in particular the Chief Executive and Finance Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee expenses, key management remuneration and related party transactions are disclosed in note 9 and 15 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the charity's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's key management is reviewed annually. The remuneration is also bench-marked with charities of a similar size and activity to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

##### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

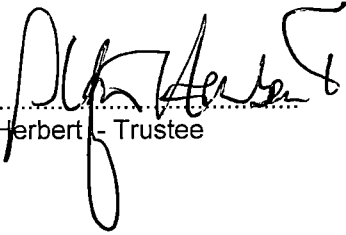
The Chief Officer presents a risk register to the Board of Trustees annually. Services delivered to children, young people and vulnerable adults are risk assessed in accordance with the appropriate guidelines before commencement of any activity.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

**ST MARTIN'S CENTRE PARTNERSHIP**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2018**

Approved by order of the board of trustees on <sup>p</sup>..... 3/4/18 ..... and signed on its behalf by:

  
.....  
S Herbert - Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST MARTIN'S CENTRE PARTNERSHIP**

**Independent examiner's report to the trustees of St Martin's Centre Partnership ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2018.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants of England and Wales which is one of the listed bodies

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

*M Moran*

Mr M T Moran FCA  
Institute of Chartered Accountants of England and Wales  
Robson Laidler Accountants Limited  
Fernwood House  
Fernwood Road  
Jesmond  
Newcastle upon Tyne  
NE2 1TJ

Date: *6 November 2018*.....

**ST MARTIN'S CENTRE PARTNERSHIP**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2018**

	Notes	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	41,419	120,200	161,619	154,152
Other trading activities	3	294,606	-	294,606	238,768
Investment income	4	-	-	-	152
Other income		2,138	889	3,027	3,014
<b>Total</b>		<b>338,163</b>	<b>121,089</b>	<b>459,252</b>	<b>396,086</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Charitable Activities		314,887	113,489	428,376	434,581
<b>NET INCOME/(EXPENDITURE)</b>		<b>23,276</b>	<b>7,600</b>	<b>30,876</b>	<b>(38,495)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>68,054</b>	<b>12,466</b>	<b>80,520</b>	<b>119,015</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>91,330</b>	<b>20,066</b>	<b>111,396</b>	<b>80,520</b>

The notes form part of these financial statements

**ST MARTIN'S CENTRE PARTNERSHIP**

**BALANCE SHEET  
AT 31 MARCH 2018**

	Notes	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	35,658	-	35,658	39,569
<b>CURRENT ASSETS</b>					
Stocks	11	1,465	-	1,465	1,330
Debtors	12	19,694	-	19,694	13,304
Cash at bank and in hand		50,866	20,066	70,932	41,335
		<u>72,025</u>	<u>20,066</u>	<u>92,091</u>	<u>55,969</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(16,353)	-	(16,353)	(15,018)
<b>NET CURRENT ASSETS</b>		<u>55,672</u>	<u>20,066</u>	<u>75,738</u>	<u>40,951</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>91,330</u>	<u>20,066</u>	<u>111,396</u>	<u>80,520</u>
<b>NET ASSETS</b>		<u>91,330</u>	<u>20,066</u>	<u>111,396</u>	<u>80,520</u>
<b>FUNDS</b>					
Unrestricted funds	14			91,330	68,054
Restricted funds				20,066	12,466
<b>TOTAL FUNDS</b>				<u>111,396</u>	<u>80,520</u>

The notes form part of these financial statements

**ST MARTIN'S CENTRE PARTNERSHIP**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2018**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

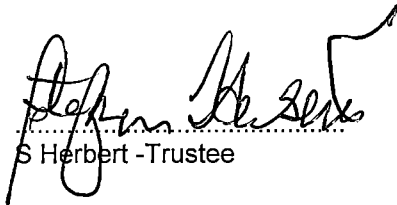
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 31/3/18 and were signed on its behalf by:

  
S Herbert -Trustee

  
G A Dunn -Trustee

## ST MARTIN'S CENTRE PARTNERSHIP

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **Statement of compliance**

St Martin's Centre Partnership is an incorporated charity (charity number: 1108131). The registered office is based at Roman Avenue, Newcastle upon Tyne, Tyne and Wear.

The financial statements have been prepared on a going concern basis on the ground that current and future sources of funding or support will be more than adequate for the charity's needs. The Trustees have considered a period of 12 months from the balance sheet date and consider no further disclosures relating to the charity's ability to continue as a going concern need to be made.

St Martin's Centre Partnership meets the definition of a public benefit entity entry under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared in Sterling (£) and rounded to the nearest £1.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations are received by way of grants and donations and are included in full in the statement of financial activities when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, and it is probable that the income will be received and the amount can be measured reliably.

Grants and other income received in advance of the period to which they relate are treated as deferred income if the related expenditure cannot be incurred until the future period. Deferred income is included within liabilities in the balance sheet.

##### **Expenditure**

Expenditure is recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Charitable expenditure comprises all costs of activities in furtherance of the objects of the charity.

## ST MARTIN'S CENTRE PARTNERSHIP

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2018

#### 1. ACCOUNTING POLICIES - continued

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% reducing balance basis
Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 33% on reducing balance

Assets are capitalised where it is expected that they will be in use for a number of years. Assets costing below £25 will not be capitalised. An impairment review of fixed assets is conducted annually.

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

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

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### **Short term debtors and creditors**

Debtors and creditors with no interest rate which are receivable or payable within one year are recorded at transaction price. Any loss arising from impairment are recognised immediately in profit and loss.

##### **Cash and cash equivalents**

Cash and cash equivalents comprises cash in hand and current balances with banks or other institutions, which are readily convertible to known amounts of cash which are subject to insignificant risk of change in value.

**ST MARTIN'S CENTRE PARTNERSHIP**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**2. DONATIONS AND LEGACIES**

	2018 £	2017 £
Grants	<u>161,619</u>	<u>154,152</u>

Grants received, included in the above, are as follows:

	2018 £	2017 £
Sure Start	32,419	37,580
Trusthouse Charitable Foundation	-	7,000
Garfield Weston Foundation	25,000	-
The 1989 Willan Charitable Trust	8,000	10,000
Newcastle Fund - Volunteer Project	17,933	-
Kellett Fund through the Community Foundation serving Tyne & Wear and Northumberland	29,917	29,917
Fresh Ideas Fund through the Northstar Foundation funded by the Northern Rock Foundation	-	20,387
Pantomime	-	249
Playschemes	-	2,615
Kids Kitchen - ISOS Housing Ltd	-	5,806
Kids Kitchen - Ouseburn Learning Trust	-	3,098
Comic Relief	20,350	10,000
The Joicey Trust	-	3,000
The Hadrian Trust	1,000	1,000
European Social Fund - LA7 Community Grant	12,000	12,000
The Shears Foundation	-	11,500
Guy Readman	15,000	-
	<u>161,619</u>	<u>154,152</u>

**3. OTHER TRADING ACTIVITIES**

	2018 £	2017 £
Fundraising events	7,540	5,040
Café income	32,306	21,662
Contributions from user groups	23,537	24,364
Nursery income	231,223	187,702
	<u>294,606</u>	<u>238,768</u>

**4. INVESTMENT INCOME**

	2018 £	2017 £
Deposit account interest	<u>-</u>	<u>152</u>

**ST MARTIN'S CENTRE PARTNERSHIP**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018**

**5. CHARITABLE ACTIVITIES COSTS**

	<b>Direct costs (See note 6) £</b>	<b>Totals £</b>
Charitable Activities	<u><u>428,376</u></u>	<u><u>428,376</u></u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	<b>2018 £</b>	<b>2017 £</b>
Staff costs	<b>329,378</b>	334,784
Rates and water	<b>4,590</b>	4,531
Insurance	<b>1,802</b>	2,634
Light and heat	<b>14,367</b>	11,469
Telephone	<b>3,151</b>	2,932
Postage and stationery	<b>812</b>	1,635
Café purchases	<b>16,733</b>	13,750
Sundries	<b>31,559</b>	36,866
Training	<b>378</b>	2,857
Repairs and renewals	<b>11,435</b>	10,225
Bank charges	<b>269</b>	187
Travelling	<b>4,674</b>	3,017
Bad debts	<b>191</b>	-
Accountancy	<b>1,362</b>	1,218
Depreciation	<b>7,675</b>	8,476
	<u><u>428,376</u></u>	<u><u>434,581</u></u>

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2018 £</b>	<b>2017 £</b>
Depreciation - owned assets	<b>7,675</b>	8,476
Independent examiners fees	<b>1,320</b>	1,218

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

**Trustees' expenses**

No expenses were reimbursed for travelling expenses during this or the prior period.



ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018

9. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2018	2017
Management and administration staff	4	4
Project staff	5	5
Nursery staff	11	11
Support staff	3	3
	<u>23</u>	<u>23</u>

No employees received emoluments in excess of £60,000.

Key management

Key management personnel of the charity are senior staff and in particular the Chief Officer and the Finance Manager. Their remuneration totalled £98,756 (2017: £68,924).

10. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1 April 2017	16,733	65,274	11,714	93,721
Additions	2,196	-	1,568	3,764
At 31 March 2018	<u>18,929</u>	<u>65,274</u>	<u>13,282</u>	<u>97,485</u>
<b>DEPRECIATION</b>				
At 1 April 2017	8,801	36,104	9,247	54,152
Charge for year	2,282	4,375	1,018	7,675
At 31 March 2018	<u>11,083</u>	<u>40,479</u>	<u>10,265</u>	<u>61,827</u>
<b>NET BOOK VALUE</b>				
At 31 March 2018	<u>7,846</u>	<u>24,795</u>	<u>3,017</u>	<u>35,658</u>
At 31 March 2017	<u>7,932</u>	<u>29,170</u>	<u>2,467</u>	<u>39,569</u>

11. STOCKS

	2018 £	2017 £
Stocks	<u>1,465</u>	<u>1,330</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	2,287	3,424
Other debtors	13,050	5,219
Prepayments	4,357	4,661
	<u>19,694</u>	<u>13,304</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	2,849	2,702
Social security and other taxes	3,889	4,661
Accruals and deferred income	9,615	7,655
	<u>16,353</u>	<u>15,018</u>

14. MOVEMENT IN FUNDS

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
<b>Unrestricted funds</b>			
General fund	56,858	24,672	81,530
General - Nursery	-	446	446
Capital asset fund	11,196	(1,842)	9,354
	<u>68,054</u>	<u>23,276</u>	<u>91,330</u>
<b>Restricted funds</b>			
Older people project - Kellett Fund through the Community Foundation serving Tyne & Wear and Northumberland	12,466	-	12,466
Comic Relief	-	350	350
European Social Fund - LA7 Community Grant	-	1,000	1,000
Guy Readman	-	6,250	6,250
	<u>12,466</u>	<u>7,600</u>	<u>20,066</u>
<b>TOTAL FUNDS</b>	<u>80,520</u>	<u>30,876</u>	<u>111,396</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018

14. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	25,675	(1,003)	24,672
Sure Start	32,419	(32,419)	-
General - Nursery	231,223	(230,777)	446
Cafe and Hospitality	32,306	(32,306)	-
The Hadrian Trust	1,000	(1,000)	-
The 1989 Willan Charitable Trust	8,000	(8,000)	-
General fundraising	7,540	(7,540)	-
Capital asset fund	-	(1,842)	(1,842)
	<u>338,163</u>	<u>(314,887)</u>	<u>23,276</u>
<b>Restricted funds</b>			
Summer Activities Programme	360	(360)	-
Garfield Weston- Core costs	25,000	(25,000)	-
Newcastle Fund - Volunteer Project	17,933	(17,933)	-
Older people project - Kellett Fund through the Community Foundation serving Tyne & Wear and Northumberland	29,917	(29,917)	-
Comic Relief	20,350	(20,000)	350
Pantomime Fund	529	(529)	-
European Social Fund - LA7 Community Grant	12,000	(11,000)	1,000
Guy Readman	15,000	(8,750)	6,250
	<u>121,089</u>	<u>(113,489)</u>	<u>7,600</u>
<b>TOTAL FUNDS</b>	<u><u>459,252</u></u>	<u><u>(428,376)</u></u>	<u><u>30,876</u></u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
<b>Unrestricted Funds</b>				
General fund	76,269	(19,243)	(168)	56,858
Community Cafe	5,000	(5,000)	-	-
Capital asset fund	-	(1,804)	13,000	11,196
	<u>81,269</u>	<u>(26,047)</u>	<u>12,832</u>	<u>68,054</u>
<b>Restricted Funds</b>				
Reaching Communities (Big Lottery)				
-Volunteer project	(51)	-	51	-
BBC Children In Need	2,415	(2,415)	-	-
Rothley Trust	(117)	-	117	-
Older people project - Kellett Fund through the Community Foundation serving Tyne & Wear and Northumberland	12,223	243	-	12,466
Community Cafe - Fresh Ideas Fund through Northstar Foundation Funded by the Northern Rock Foundation	23,276	(10,276)	(13,000)	-
	<u>37,746</u>	<u>(12,448)</u>	<u>(12,832)</u>	<u>12,466</u>
<b>TOTAL FUNDS</b>	<u>119,015</u>	<u>(38,495)</u>	<u>-</u>	<u>80,520</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2018

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	32,175	(51,418)	(19,243)
Sure Start	37,580	(37,580)	-
General - Nursery	187,702	(187,702)	-
Cafe and Hospitality	21,662	(21,662)	-
The Joicey Trust	3,000	(3,000)	-
The Hadrian Trust	1,000	(1,000)	-
The 1989 Willan Charitable Trust	10,000	(10,000)	-
Community Cafe	-	(5,000)	(5,000)
Capital asset fund	-	(1,804)	(1,804)
	<u>293,119</u>	<u>(319,166)</u>	<u>(26,047)</u>
<b>Restricted funds</b>			
BBC Children In Need	-	(2,415)	(2,415)
Ward grants	2,864	(2,864)	-
Isos Housing Ltd	5,806	(5,806)	-
Older people project - Kellett Fund through the Community Foundation serving Tyne & Wear and Northumberland	29,917	(29,674)	243
Community Cafe - Fresh Ideas Fund through Northstar Foundation Funded by the Northern Rock Foundation	20,387	(30,663)	(10,276)
Ouseburn Learning Trust	3,098	(3,098)	-
Comic Relief	10,000	(10,000)	-
Pantomime Fund	395	(395)	-
European Social Fund - LA7 Community Grant	12,000	(12,000)	-
The Trusthouse Foundation	7,000	(7,000)	-
The Shears Foundation	11,500	(11,500)	-
	<u>102,967</u>	<u>(115,415)</u>	<u>(12,448)</u>
<b>TOTAL FUNDS</b>	<u><u>396,086</u></u>	<u><u>(434,581)</u></u>	<u><u>(38,495)</u></u>

## ST MARTIN'S CENTRE PARTNERSHIP

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2018

#### 14. MOVEMENT IN FUNDS - continued

##### Purpose of Unrestricted Funds

###### Sure Start

Funds received to run Sure Start activities from the centre.

###### The Hadrian Trust

The Hadrian Trust contributes to the core costs of the centre.

###### The 1989 Willan Charitable Trust

The 1989 Willan Charitable Trust contributes to the core costs of the centre.

##### Purpose of Designated Funds

###### Capital Asset Fund

This fund has been set up to represent the net book value of capital assets purchased from restricted funding received from the Fresh Ideas Fund. It is being reduced each year in line with the charity's depreciation policy.

##### Purpose of Restricted Funds

###### Pantomime Fund

Funding received from the Community Family Hub and ticket sales to contribute towards a pantomime.

###### Kellett Fund at the Community Foundation serving Tyne & Wear and Northumberland - Older Peoples Project

Funding enabling the expansion and continuing services and activities offered to older people within our community.

###### LA7 ESF Community Grant

This grant relates to moving local people closer to employment through work experience in our café and nursery.

###### Comic Relief

The funding from Comic Relief contributes to the salaries of the Chief Officer and the Finance Manager.

###### Guy Readman Fund

The Guy Readman Endowment Fund contributes towards staffing costs.

###### The Garfield Weston Foundation

The Garfield Weston Foundation contributes to the core costs of the centre

###### Newcastle Fund

The Newcastle Fund contributes to the delivery of the volunteering project.

#### 15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017 or 31 March 2016.

**ST MARTIN'S CENTRE PARTNERSHIP**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2018**

	2018 £	2017 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	161,619	154,152
<b>Other trading activities</b>		
Fundraising events	7,540	5,040
Café income	32,306	21,662
Contributions from user groups	23,537	24,364
Nursery income	231,223	187,702
	<hr/>	<hr/>
	294,606	238,768
<b>Investment income</b>		
Deposit account interest	-	152
<b>Other income</b>		
Sundry income	3,027	3,014
	<hr/>	<hr/>
<b>Total incoming resources</b>	459,252	396,086
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	308,062	310,994
Social security	14,813	16,938
Pensions	6,503	6,852
Rates and water	4,590	4,531
Insurance	1,802	2,634
Light and heat	14,367	11,469
Telephone	3,151	2,932
Postage and stationery	812	1,635
Café purchases	16,733	13,750
Sundries	31,559	36,866
Training	378	2,857
Repairs and renewals	11,435	10,225
Bank charges	269	187
Travelling	4,674	3,017
Bad debts	191	-
Accountancy	1,362	1,218
Plant and machinery depreciation	2,282	2,442
Fixtures and fittings depreciation	4,375	4,814
Computer equipment depreciation	1,018	1,220
	<hr/>	<hr/>
<b>Total resources expended</b>	428,376	434,581
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	30,876	(38,495)
	<hr/>	<hr/>

This page does not form part of the statutory financial statements