

Charity registration number 1108131

Company registration number 05235539 (England and Wales)

ST MARTIN'S CENTRE PARTNERSHIP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

ST MARTIN'S CENTRE PARTNERSHIP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr G Dunn Mr G Park Mr T Lennox Miss J Harris Mr K Edgell Mrs L Williams Reverend J Sadler
Charity number	1108131
Company number	05235539
Registered office	St Martins Centre Roman Avenue Byker Newcastle upon Tyne Tyne and Wear England NE6 2RJ
Independent examiner	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle Upon Tyne Tyne and Wear England NE2 1TJ
Bankers	Unity Trust Bank Plc Four Brindley Place Birmingham B1 2JB

ST MARTIN'S CENTRE PARTNERSHIP

CONTENTS

	Page
Trustees' report	1 - 7
Independent examiner's report	8
Statement of financial activities	9 - 10
Balance sheet	11
Statement of cash flows	12
Notes to the financial statements	13 - 24

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees are pleased to present their annual directors' report with the unaudited financial statements of the charity for the year ended 31 March 2022, 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

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 the Community Family Hub, through which the Charity seeks to provide opportunities for personal and social development of children and their families to address issues that affect their lives and maximise opportunities for children;
 - The provision of quality childcare in St Martin's Centre Nursery, providing term time day care for local children aged between 2 and 5;
 - Providing volunteering and training opportunities, principally in the café and nursery, to help local people move closer to employment, increase their skill set and confidence levels.
 - Delivering a wide timetable of activities for older people, providing a welcoming environment where people feel supported and new friendships are made.
 - 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 of all ages.
- St Martin's Centre incorporates St Martin's Church and the centre works in close partnership with the church. The vicar was a trustee and the Chair on the St Martin's Centre Partnership Board until his retirement in July 2020.;
- In addition to delivering the Charity's own activities and services, space within the centre is also available to hire by local organisations, thereby maximising the use of the space and providing the best possible facilities for local residents. 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 to work with local people to live happy, healthy and safe lives.

Significant activities

The trustees approved a revised business plan, which outlined the programme of activities and development areas for the year. This focused mainly on the re-opening of the centre to the public, as since July 2020 most of our delivery shifted to outreach in response to the Covid-19 pandemic. Over the year we gradually increased our in-house provision as restrictions lifted, whilst also continuing with the delivery of food parcels, homemade meals, activity packs and wellbeing calls.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Children and families

St Martin's Centre Nursery remained open throughout the year, offering quality childcare to children aged 2 to 5 years. To respond to the continued increase in the number of children attending with special educational needs, we employed a specialist SEN Early Years Practitioner to work alongside the SENCO Leader. The SEN EYP provides one-to-one focused activities with the children in the nursery and the SENCO Leader ensures each child can access the maximum amount of support available during their time with us as well as providing support to the families.

Our work with young children, funded by Children in Need, has fully restarted following the lifting of restrictions. Our Family Support Worker runs activities to help children learn through play as well as helping the families most in need by completing Early Help Plans to ensure a package of support is put in place around the family.

Volunteering

Our volunteering project, funded by the Newcastle Fund, restarted in April 2021. Volunteers receive a full induction and training, relevant to their role in the centre. Opportunities are available in the café, nursery, older people's groups and young children's activities. We are a small staff team and recognise that without volunteers we would not be able to offer the wide range of services and activities that we do. We also understand the beneficial impact volunteering has on the volunteers themselves, with improved confidence, feelings of wellbeing and skills gained.

Due to the role of Volunteer Coordinator being vacant towards the end of the year, with the agreement of the Newcastle Fund, unspent funding has been carried forward into the new financial year to contribute to our new Befriending and Wellbeing project.

Older People

Our groups for older adults were the last to return to the centre, given the vulnerability to Covid-19 in the older population. From May 2021 we started to offer socially distanced exercise classes such as Pilates, Tai Chi and chair-based mobility exercises as well as the in-house hot lunch provision one day each week. From June 2021 we restarted one of the social groups, again ensuring adequate social distancing and from September, as restrictions lifted, we were able to once again offer our full timetable of activities.

During the year we continued to make regular phone calls to those not visiting the centre and delivered food parcels, homemade meals, activity packs and Christmas hampers as the need arose.

The Avenue Café

Before the pandemic, The Avenue had established itself as a welcoming, vibrant café offering delicious, healthy meals at affordable prices, however it remained closed for 2020/21 due to the restrictions in place. It re-opened its doors in April 2021 and was used throughout the year offering placements for our employability project. However, income remained low during the year as the café struggled to rebuild its customer base. At the end of the year it has been necessary to reduce the opening hours due to the inability to appoint a suitable manager to take the café forward and this has remained the case to date.

Employability programme

Our employability programme, funded by the North of Tyne Community Led Local Development fund (CLLD) and Life Chances Fund, aimed at moving local people closer to employment was put on hold for the year 2020/21 due to the pandemic. This project restarted in April 2021, with eighteen local residents successfully completing a six-week course in either our nursery or The Avenue café. Participants' training included health and safety and accredited food hygiene. In addition, café participants received customer skills, food preparation and barista training and nursery placements received activity planning, snack preparation and an understanding of children's development.

Covid-19 Activities

During the previous year, we adapted all of our provision to outreach in response to the Covid-19 pandemic. Despite re-starting many in-house activities from April 2021, we still retained a significant element of outreach work with funding from the Henry Smith Charity. This ensured we could still support those most in need in our community,

The provision of food parcels continued throughout the year, with a total of 581 parcels delivered to 247 unique beneficiaries. We have continued to use a 'shopping list' method to provide a wide range of items in the parcels, including nappies, baby food and household and sanitary items.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Wellbeing calls continued throughout the year for those who were reluctant to attend the centre for groups. In addition, meal deliveries continued until October 2021, when we found the need reduced due to the easing of restrictions and provision of a weekly meal in the centre.

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.

Over 96% of nursery income was derived from the government's 2-year-old offer or the 3-5-year-old offer, with the balance in the form of private fees. This demonstrates the level of deprivation in the area we serve.

The Centre has arguably benefited the public more these last two years than at any other time in its history. This has been at a time when people have been most in need and some alternative areas of support have been closed to them. We have extended our reach, been flexible in our delivery and secured sufficient funding to be able to carry this out.

Volunteers

St Martin's Centre has a volunteering policy in place, together with volunteer agreements and staff policies which also relate to volunteers. During the year we worked with 23 volunteers (2021:1), with five active volunteers at the year end. We will focus on rebuilding our volunteer base during the new financial year.

Achievements 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, baby socials and breastfeeding support groups. For the over 55s, we offer a weekly nutritious, home-made lunch and social/support groups to tackle the key problem of social isolation amongst the elderly within Byker and Walker. We also offer volunteering and employability projects, providing skill building, training and volunteering experience in a professional workplace for local people. We work 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.

During 2021/22, we operated a hybrid way of working, with both in-house and outreach delivery, thereby ensuring we continued to support those who felt unable to return to activities in the centre. In addition, we have supported many new beneficiaries through a referral system, thereby extending our reach significantly.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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 has received sufficient income to operate its essential services and support core costs, including from Newcastle City Council for Community Family Hub activities, room hire contributions and payments under government offers for nursery occupancy.

In addition to this income, the centre has benefited from the support of many funders in the year, including the Henry Smith Charity, the Kellett Fund at the Community Foundation Tyne & Wear and Northumberland, the Greggs Foundation, the Community Foundation Tyne & Wear and Northumberland, BBC Children in Need, the Newcastle Fund, Sir James Knott Trust, The Joicey Trust, Newcastle Best Summer Ever through the Holiday Activity Fund, the North of Tyne Community Led Local Development Fund (CLLD), Newcastle City Council's Life Chances Fund, the National Lottery, the Asda Foundation, Nestle, Shepherds Offshore and Pearson Engineering.

The centre has also received Coronavirus Business Support Grants through Newcastle City Council and reimbursement under the Coronavirus Job Retention Scheme (CJRS) for staff on flexible furlough.

Impact of Covid-19

Following a year where the centre was closed to the public and support moved to outreach provision, we started the year in financial uncertainty, but buffered by the increase in unrestricted reserves from the previous year. As the centre reopened and projects restarted, we were able to draw down funds placed on hold during Covid. This, together with funding already secured from the Henry Smith Charity, enabled us to continue our provision of food parcels to those most in need and focus on encouraging older adults back into the centre through the provision of homemade meals, activity classes and subsidised transport to and from the centre.

Leading on from this, funding was secured from the Kellett Fund for two years for the older adults' project, 'Meet Me at St Martin's', enabling the continued expansion of the groups and activities on offer.

The flexible furlough scheme continued to be accessed, although to a lesser degree, and several Covid business grants were secured through Newcastle City Council. Funding was also secured from the Community Foundation serving Tyne & Wear and Northumberland under their Recovery and Renewal programme.

In October we received confirmation of three-years' continuation funding for core costs from the Henry Smith Charity, thereby providing security for the charity going forward.

For the second year in a row, we have ended the year in a strong financial position, resulting in an increase in unrestricted reserves. We are expecting a tough few years ahead as inflation and increased energy costs hit, but feel we are in a strong position to ride the storm with the continued support of our community and funders.

Investment policy and objectives

The fund balances carried forward at 31 March 2022 show a surplus total of £297,448 (2021: £242,529). An operating surplus at 31 March 2022 amounting to £54,919 (2021: £120,273) 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; however excess funds are deposited in an interest-bearing instant access account.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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 2022 the free reserves amounted to £228,329 (2021: £177,471) which amounts to approximately 6 month's budgeted unrestricted running costs. The target agreed by the Trustees is to hold 6 months running costs as recommended by the Charity Commission and the Trustees recognise the achievement of this as a consequence of two years of unprecedented results. We expect the level of unrestricted reserves to fall in the new financial year, given the increased competition on funding streams and the reduction in self-generated income from The Avenue café and room hire.

Designated reserves

At the year-end the trustees designated £10,000 to spend on marketing and a new website in the new financial year. In addition, reserves include 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 and Victor Insurance 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 has a NEST scheme to meet its auto enrolment duties.

Plans for future periods

The work undertaken during the pandemic has highlighted the need for a hybrid way of working, involving both in-house activities and outreach delivery. As a result, we are expanding our delivery with a new Befriending and Wellbeing project, which will incorporate food parcel delivery, the upskilling of volunteers to offer a befriending service to older adults in the community and increased support work with our most vulnerable families. Funding has been secured for a year from the Newcastle Fund and also from the Henry Smith Charity for three years to enable this project to have a significant impact on the people we support.

With the cost-of-living crisis looming, we are looking at ways to make the centre a warm hub, with the provision of simple food and drink and a warm, welcoming space for nursery and school children before and after school and older adults and families during the day.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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 appointment does not cause the number of trustees to exceed the maximum number allowed. 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 Executive and Director of Finance and Business Development 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 Executive. The Chief Executive 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 Centre and which may not be represented by existing trustees. Trustees are recruited through advertisement or by recommendation, personal invitation, representatives from partnerships, 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 the Director of Finance and Business Development 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. Other key personnel during the year include the Operations Manager and Nursery Manager. 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 notes 9, 10 and 19 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 Executive 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.

ST MARTIN'S CENTRE PARTNERSHIP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2022*

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr G Dunn

Mr G Park

Mr T Lennox

Miss J Harris

Mr K Edgell

Mrs L Williams

Mrs E Mitsides

Reverend J Sadler

(Resigned 22 September 2021)

Reverend J Sadler

Trustee

19 October 2022

ST MARTIN'S CENTRE PARTNERSHIP

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ST MARTIN'S CENTRE PARTNERSHIP

I report to the trustees on my examination of the financial statements of St Martin's Centre Partnership (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

Michael Moran FCA

Robson Laidler Accountants Limited

Fernwood House
Fernwood Road
Jesmond
Newcastle Upon Tyne
Tyne and Wear
NE2 1TJ
England

Dated: 15 November 2022

ST MARTIN'S CENTRE PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Current financial year

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes				
<u>Income and endowments from:</u>					
Donations and legacies	2	49,232	233,200	282,432	241,086
Other trading activities	3	229,622	-	229,622	218,455
Investments	4	94	-	94	41
Other income	5	20,998	-	20,998	80,351
Total income		<u>299,946</u>	<u>233,200</u>	<u>533,146</u>	<u>539,933</u>
<u>Expenditure on:</u>					
Charitable activities	6	<u>248,242</u>	<u>229,985</u>	<u>478,227</u>	<u>419,660</u>
Net income for the year/ Net movement in funds		51,704	3,215	54,919	120,273
Fund balances at 1 April 2021		<u>228,952</u>	<u>13,577</u>	<u>242,529</u>	<u>122,256</u>
Fund balances at 31 March 2022		<u><u>280,656</u></u>	<u><u>16,792</u></u>	<u><u>297,448</u></u>	<u><u>242,529</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ST MARTIN'S CENTRE PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Prior financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<u>Income and endowments from:</u>				
Donations and legacies	2	71,903	169,183	241,086
Other trading activities	3	218,455	-	218,455
Investments	4	41	-	41
Other income	5	80,351	-	80,351
Total income		<u>370,750</u>	<u>169,183</u>	<u>539,933</u>
<u>Expenditure on:</u>				
Charitable activities	6	<u>243,381</u>	<u>176,279</u>	<u>419,660</u>
Net income for the year/ Net movement in funds		127,369	(7,096)	120,273
Fund balances at 1 April 2020		<u>101,583</u>	<u>20,673</u>	<u>122,256</u>
Fund balances at 31 March 2021		<u><u>228,952</u></u>	<u><u>13,577</u></u>	<u><u>242,529</u></u>

ST MARTIN'S CENTRE PARTNERSHIP

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	11		37,957		43,211
Current assets					
Stocks	12	148		446	
Debtors	13	34,208		17,693	
Cash at bank and in hand		282,450		249,731	
		<u>316,806</u>		<u>267,870</u>	
Creditors: amounts falling due within one year	14	<u>(57,315)</u>		<u>(68,552)</u>	
Net current assets			259,491		199,318
Total assets less current liabilities			<u>297,448</u>		<u>242,529</u>
Income funds					
Restricted funds	17		16,792		13,577
<u>Unrestricted funds</u>					
Designated funds	16	14,370		8,270	
General unrestricted funds		<u>266,286</u>		<u>220,682</u>	
			280,656		228,952
			<u>297,448</u>		<u>242,529</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19 October 2022

Reverend J Sadler
Trustee

Company registration number 05235539

ST MARTIN'S CENTRE PARTNERSHIP

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	20		35,722		162,073
Investing activities					
Purchase of tangible fixed assets		(3,097)		(16,463)	
Investment income received		94		41	
Net cash used in investing activities			(3,003)		(16,422)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			32,719		145,651
Cash and cash equivalents at beginning of year			249,731		104,080
Cash and cash equivalents at end of year			282,450		249,731

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

St Martin's Centre Partnership is a charity incorporated as a company limited by guarantee in England and Wales. The registered office is St Martins Centre, Roman Avenue, Byker, Newcastle upon Tyne, Tyne and Wear, NE6 2RJ, England.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

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

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

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

1.4 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.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 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.

1.6 Tangible fixed assets

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

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.

1.7 Stocks

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

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Taxation

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

1.10 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.

1.11 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.

1.12 Volunteers

St Martin's Centre Partnership benefits from the time and skills of volunteers in all areas of operational delivery. In accordance with the Charities SORP (FRS 102) this time is not recognised as a value in the accounts. Further information on volunteer contribution is included in the Report of the Trustees.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Grants	49,232	233,200	282,432	71,903	169,183	241,086
Grants receivable for core activities						
Sure Start	33,232	-	33,232	30,327	-	30,327
Sir James Knott	-	5,000	5,000	-	5,000	5,000
Henry Smith Charity - Core Costs	-	60,000	60,000	-	60,000	60,000
Henry Smith Charity - Covid-19	-	41,300	41,300	-	41,300	41,300
Community Led Local Development - Life Chances	-	14,863	14,863	-	-	-
Community Led Local Development - ESF	-	18,578	18,578	-	-	-
Community Foundation - Covid	-	25,000	25,000	-	10,000	10,000
Government Grants	16,000	11,759	27,759	41,576	-	41,576
Kellett Fund	-	29,582	29,582	-	-	-
Greggs Foundation	-	15,000	15,000	-	-	-
Other	-	12,118	12,118	-	52,883	52,883
	49,232	233,200	282,432	71,903	169,183	241,086

Government grants

Income from government grants comprises of grant funding from the Newcastle Fund via Newcastle City Council for the delivery of the Volunteering Project, totalling £11,759 (2021: £nil), Newcastle City Council's Life Chances Fund towards the delivery of the Employability project totalling £14,863 (2021: £nil) and NCC Coronavirus Business Grants totalling £16,000 (2021: £41,576). Government grants totalled £42,622 (2021: £41,576).

Other unanalysed grants

Other grant income comprises of funding from The Joicey Trust totalling £3,000 (2021: £3,000), Garfield Weston £nil (2021: £30,000), VINCI UK Foundation totalling £nil (2021: £2,000), BBC Children in Need £nil (2021: £12,883), the National Lottery totalling £830 (2021: £nil), the Partiger Trust totalling £nil (2021: £5,000), Christmas Appeal totalling £2,761 (2021: £nil), Playscheme - Best Summer Ever totalling £4,027 (2021: £nil) and the Emergency Fund totalling £1,500 (2021: £nil).

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

3 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Nursery income	212,231	214,652
Fundraising events	-	164
Café income	4,335	48
Contributions from user groups	13,056	3,591
	<u> </u>	<u> </u>
Other trading activities	<u>229,622</u>	<u>218,455</u>

4 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	94	41
	<u> </u>	<u> </u>

5 Other income

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Other income	20,998	80,351
	<u> </u>	<u> </u>

Other income comprises of the Coronavirus Job Retention Scheme totalling £12,827 (2021: £77,256) and miscellaneous income totalling £8,171 (2021: £3,095).

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

6 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Staff costs	366,887	330,207
Depreciation and impairment	8,351	7,215
Rates and water	1,632	1,607
Insurance	2,616	2,680
Light and heat	11,928	1,046
Telephone and ICT	3,946	3,790
Postage and stationery	816	574
Sundries	59,628	51,427
Training	2,114	30
Repairs and renewals	13,957	18,133
Bank charges	293	180
Travelling	4,219	877
Bad debts	-	120
	<u>476,387</u>	<u>417,886</u>
Share of support costs (see note 7)	-	174
Share of governance costs (see note 7)	1,840	1,600
	<u>478,227</u>	<u>419,660</u>
Analysis by fund		
Unrestricted funds	248,242	243,381
Restricted funds	229,985	176,279
	<u>478,227</u>	<u>419,660</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

7 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Loss on disposal of assets	-	-	-	174	-	174
Accountancy	-	1,840	1,840	-	1,600	1,600
	-----	-----	-----	-----	-----	-----
	-	1,840	1,840	174	1,600	1,774
	=====	=====	=====	=====	=====	=====
Analysed between Charitable activities	-	1,840	1,840	174	1,600	1,774
	=====	=====	=====	=====	=====	=====

Governance costs includes payments to the independent examiners of £1,840 (2021: £1,600) for independent examination fees.

8 Net movement in funds

	2022	2021
	£	£
Net movement in funds is stated after charging/(crediting)		
Depreciation of owned tangible fixed assets	8,351	7,215
Loss on disposal of tangible fixed assets	-	174
	=====	=====

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Trustees' expenses

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

10 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Management and administration staff	5	5
Project staff	5	4
Nursery staff	12	12
Support staff	2	2
	-----	-----
Total	24	23
	=====	=====

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

10 Employees (Continued)

Employment costs	2022 £	2021 £
Wages and salaries	342,285	310,991
Social security costs	16,817	12,226
Other pension costs	7,785	6,990
	<u>366,887</u>	<u>330,207</u>

Pension costs

The charity operates two defined contribution pensions schemes. £7,785 has been recognised in the SOFA as an expense (2021: £6,990).

Key management

Key management personnel of the charity are the trustees and senior staff and in particular the Chief Executive and the Director of Finance. The remuneration of all senior staff totalled £128,728 (2021: £127,526).

There were no employees whose annual remuneration was more than £60,000.

11 Tangible fixed assets

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Total £
Cost				
At 1 April 2021	24,528	85,768	16,867	127,163
Additions	300	713	2,084	3,097
	<u>24,828</u>	<u>86,481</u>	<u>18,951</u>	<u>130,260</u>
Depreciation and impairment				
At 1 April 2021	18,025	52,568	13,359	83,952
Depreciation charged in the year	1,680	4,973	1,698	8,351
	<u>19,705</u>	<u>57,541</u>	<u>15,057</u>	<u>92,303</u>
Carrying amount				
At 31 March 2022	<u>5,123</u>	<u>28,940</u>	<u>3,894</u>	<u>37,957</u>
At 31 March 2021	<u>6,503</u>	<u>33,200</u>	<u>3,508</u>	<u>43,211</u>

12 Stocks

	2022 £	2021 £
Stocks	<u>148</u>	<u>446</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

13 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	1,377	781
Other debtors	29,290	14,096
Prepayments and accrued income	3,541	2,816
	<u>34,208</u>	<u>17,693</u>

14 Creditors: amounts falling due within one year

	Notes	2022	2021
		£	£
Other taxation and social security		4,483	3,633
Deferred income	15	45,141	52,750
Trade creditors		2,356	4,518
Other creditors		1,254	-
Accruals and deferred income		4,081	7,651
		<u>57,315</u>	<u>68,552</u>

15 Deferred income

	2022	2021
	£	£
Arising from Deferred income comprises advance payments for room hire, events and staff secondment income.	45,141	52,750

Deferred income is included in the financial statements as follows:

	2022	2021
	£	£
Deferred income is included within:		
Current liabilities	<u>45,141</u>	<u>52,750</u>
Movements in the year:		
Deferred income at 1 April 2021	52,750	33,365
Released from previous periods	(52,750)	(33,365)
Resources deferred in the year	<u>45,141</u>	<u>52,750</u>
Deferred income at 31 March 2022	<u>45,141</u>	<u>52,750</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				Balance at 31 March 2022 £
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	
Sure Start	2,940	33,232	(36,172)	-	-
General - Nursery	-	212,231	(206,776)	(5,455)	-
Cafe and Hospitality	-	4,335	(4,335)	-	-
Capital asset fund	5,330	-	(960)	-	4,370
Marketing reserve	-	-	-	10,000	10,000
	<u>8,270</u>	<u>249,798</u>	<u>(248,243)</u>	<u>4,545</u>	<u>14,370</u>

Purpose of Designated Funds

Sure Start

Funds received to run Sure Start activities from the centre.

General-Nursery

Funds received from Newcastle City Council under the Government's 2 and 3-year-old offers for childcare places, together with a small amount of private fees from parents/carers.

Café and hospitality

Income and expenditure from The Avenue café in the centre, together with hospitality provided to room bookings.

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.

Marketing Reserve

The trustees have designated funds to spend on a new website and improved marketing.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 31 March 2022
	£	£	£	£
BBC Children in Need	10,388	-	(10,388)	-
Henry Smith Charity - Core costs	-	60,000	(60,000)	-
Henry Smith Charity - Covid-19	-	41,300	(41,300)	-
Sir James Knott Trust	-	5,000	(5,000)	-
Kellett Fund	-	29,582	(14,062)	15,520
The Joicey Trust	-	3,000	(3,000)	-
Communtiy Foundation	-	25,000	(25,000)	-
Comic Relief	350	-	(350)	-
Linden Family	2,839	-	(2,839)	-
Newcastle Fund - Volunteer Project	-	11,759	(11,759)	-
Greggs Foundation	-	15,000	(15,000)	-
National Lottery	-	830	(830)	-
Emergency Fund	-	1,500	(228)	1,272
Best Summer Ever	-	4,027	(4,027)	-
Christmas Appeal	-	2,761	(2,761)	-
CLLD - ESF	-	18,578	(18,578)	-
CLLD - LCF	-	14,863	(14,863)	-
	<u>13,577</u>	<u>233,200</u>	<u>(229,985)</u>	<u>16,792</u>

Purpose of Restricted Funds

BBC Children in Need

Three-year funding received to improve cognitive and social skills of babies and young children through the interaction they have with their parents/carers.

Henry Smith Charity - Core costs

Three-year funding received to contribute towards the core costs of the centre.

Henry Smith Charity - Covid - 19

Funding towards one year's running costs of a project providing food parcels, activities and support for older people, children and families impacted by the Covid-19 pandemic in Newcastle upon Tyne.

Sir James Knott Trust

Three-year funding received to contribute towards the core costs of the centre.

Kellett Fund at the Community Foundation Tyne & Wear and Northumberland

Two-year continuation funding enabling the expansion and continuing services and activities offered to older adults within our community.

The Joicey Trust

A multi-year contribution to core costs of the centre.

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

17 Restricted funds

(Continued)

Community Foundation Tyne & Wear and Northumberland

Recovery and renewal funding received to support individuals and families in need arising from the Covid-19 pandemic.

Comic Relief

A contribution towards training costs of trustees and senior management.

The Linden Family at the Community Foundation Tyne & Wear and Northumberland

Funding received to deliver well-being taster sessions to members of the local community, aimed at increasing feelings of well-being and physical activity.

Newcastle Fund

One-year funding contributing towards the delivery of the volunteering project.

Greggs Foundation

One-year contribution to the core costs of the centre.

National Lottery Community Fund

Funds received to celebrate 25 years of the National Lottery through a community event.

Emergency Fund

Funds generated through fundraising and utilised to provide emergency supplies to families most in need.

Best Summer Ever

Funding provided through StreetGames UK, Newcastle City Council and the DfE Holiday Activity Fund to run activities during the summer holidays for children.

Christmas Appeal

Funds generated from the public and local organisations to provide Christmas hampers containing food and gifts to families most in need.

Emergency Fund

Funds generated through fundraising and utilised to provide emergency supplies to families most in need.

Community Led Local Development (CLLD) - European Social Fund

Community Led Local Development (CLLD) - Life Chances Fund

A multi-year project aimed at moving local people closer to employment through the provision of hands-on training in either the catering or early years childcare settings. Funding is sourced through the European Structural and Investment Funds and Newcastle City Council's Life Chances Fund.

18 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	37,957	-	37,957	43,211	-	43,211
Current assets/(liabilities)	242,699	16,792	259,491	185,741	13,577	199,318
	<u>280,656</u>	<u>16,792</u>	<u>297,448</u>	<u>228,952</u>	<u>13,577</u>	<u>242,529</u>

ST MARTIN'S CENTRE PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

19 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

20 Cash generated from operations	2022	2021
	£	£
Surplus for the year	54,919	120,273
Adjustments for:		
Investment income recognised in statement of financial activities	(94)	(41)
(Gain)/loss on disposal of tangible fixed assets	-	174
Depreciation and impairment of tangible fixed assets	8,351	7,215
Movements in working capital:		
Decrease in stocks	298	912
(Increase)/decrease in debtors	(16,515)	9,618
(Decrease)/increase in creditors	(3,628)	4,537
(Decrease)/increase in deferred income	(7,609)	19,385
Cash generated from operations	35,722	162,073

21 Analysis of changes in net funds

The charity had no debt during the year.