



FRAMWELLGATE MOOR YOUTH & COMMUNITY ASSOCIATION

Registered Charity No 1154450

ANNUAL REPORT AND ACCOUNTS 2016

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FRAMWELLGATE MOOR YOUTH & COMMUNITY ASSOCIATION

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Solicitors

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Business Consultants

- **Milbank Architects – Construction Advice**
- **Joanne Anderson – Public Sector Consultant. Fund raising advice**

1 Objects and Activities

1.1 Overview

The Framwellgate Moor Youth and Community Association (“FMYCA”) operates and is responsible for the Community Centre building and facilities at Front Street, Framwellgate Moor, Durham.

The building, opened in 1877, served as the primary and secondary school for the local area until it closed in 1968. It reopened in 1969 as the local Community Centre. The building is owned by Durham County Council, but operated and maintained by FMYCA under a lease.

1.2 Objectives

The objects of FMYCA are to establish and run a Community Centre and to promote, for the benefit of inhabitants of the parish of Framwellgate Moor and neighbourhood, the “Area of Benefit”, the provision of facilities for recreation, or other leisure time activities, in the interests of social welfare and with the object of improving their conditions of life.

The provision of the above facilities will be provided without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.

The facilities will be available for the inhabitants whether their need is by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, as well as for the public at large.

2 Governance

2.1 Management team and Trustees

Trustees are drawn from the local community and the user groups of the Community Centre that are considered to be supportive of FMYCA’s objects and which have indicated a wish to appoint a trustee. One trustee is appointed by Framwellgate Moor Parish Council.

Up to 14 trustees of FMYCA can be elected at an annual general meeting at which all inhabitants of the Area of Benefit of 18 years and upward are entitled to attend and vote. In the event of a casual vacancy during the year, the trustees may appoint a person who is willing to act. However, a trustee so appointed shall hold office only until the next following annual general meeting.

Bi-monthly meetings are held to set policies and monitor the activities of FMYCA, establish procedures, provide feedback from groups and to take decisions arising from officer reports. All members of the community are welcome to attend the proceedings.

The trustees during 2016 were as follows:

Chair and Secretary	Colin Hillary
Vice-chair	Terence Moderate
Treasurer	Ian Rudd
Members	Ken Gates, Aurelia C. Smith, Angela Sarah Robson, Roger Hancock, Peter Sykes, John McCourt, Mark Wilkes, Rick Johnston, Mike Rayner NOTE; Angela Sarah Robson resigned in December.

2.2 Legal structure

FMYCA is a Charitable Incorporated Organization– Foundation (“CIO”), which was registered on 4 November 2013 with the Charities Commission (No. 1154450).

The Constitution of FMYCA covers the Objects of the CIO, Powers, Membership, Voting, Appointments, Trustees, Meetings, Procedures, Accounts and Reporting.

Following the establishment of the CIO, the Community Association is now recognised as a legal entity with the right to enter into contracts and agreements and to give its Trustees the same protection as directors of a limited liability company

According to the Charities Commission, the Trustees have and must accept the ultimate responsibility for directing the affairs of the charity and ensuring that it is solvent, well run and delivering the charitable outcomes for the benefit of the public for which it has been set up. The Trustees carry out regular risk reviews with regards the operation and financial position of FMYCA to ensure that the Charitable aims and objectives are protected.

2.3 Staff

The Manager of the Community Centre is Mr Terence Simpson, who attends to the everyday running of the Centre and facilities, ensuring that the FMYCA’s affairs are run in a smooth and efficient manner. Mr. Simpson is employed by FMYCA.

In addition to the paid staff, FMYCA engage the services of a local cleaning contractor 10 hours per week and a local general contractor for an average of 8 hours per week to undertake minor maintenance and repair works.

Many individuals continue to contribute freely of their time and energy to FMYCA on a voluntary basis.

3 Achievements and Performance in 2016

3.1 Users

Art class, TinArts Performing Arts, Ballroom Dance classes, Coronary Support Group, Bridge Club, Tai Chi, Youth Club, Modern and Tap Dancing classes, Ballet classes, Carpet Bowls, Pilates, Fitness class (Zumba Toning). The Church Group, Woodcraft Folk have continued to use rooms on a weekly basis during the year. An English Folk Dance group has been in on a fortnightly basis and the NHS Fellowship comes in once a month.

Various younger children’s activities having continued throughout the year - Children’s French Class on Saturday mornings, Messy play (toddlers and minders play groups have run under various organisers). TinArts, the Performing Arts organisation have continued to offer dance classes for 2-4, 5-6, 7-11 and 12+ age groups as well as the daily sessions with young adults with learning difficulties.

Durham County Council Social and Health Care departments have become regular users. The County Durham Learning Disabilities Parliament (also known as the People's Parliament County Durham) comprises people who have an interest in the issues that affect people with a learning disability and they hold informal meetings for members every fortnight. A memory café is also being trialed to help dementia sufferers with memory problems.

A number of Dance Fitness classes have used the premises periodically throughout the year with Zumba Toning becoming a regular attraction. A Kids Kickboxing class ran for about six months but failed to attract sufficient numbers. The Playgroup that started last year folded in

July but was replaced briefly by “Messy Play” who in turn have been replaced by “ArtVenturers”

Use by cultural groups has grown with The Saudi Club of Durham (students attending local education establishments) and their families booking time at weekends on a trial basis. They hope to continue with a regular gathering and start Arabic classes for children. A Hindu heritage group has used the Centre periodically through the year.

The coffee shop that was run as a trial for a number of weeks in November and December of 2015 has not been considered as viable at the moment and did not operate this year. Plans have been drawn up to re-configure the main kitchen in the hope that in the longer term this might provide a suitable meeting place for those who feel socially excluded or lonely.

TinArts, the Durham City Centre Youth Project (DCCYP) and Durham County Association of Girls and Boys Clubs maintained their offices at the Centre. DCCYP continue to run the Youth Club at Framwellgate Moor one night a week and in venues elsewhere as well as three sessions for Duke of Edinburgh Award courses, Bronze, Silver, and Gold. Two of the sessions are held at this Centre.

Ad Hoc hire has greatly increased during the year from private functions (christening, birthday parties, and Diwali celebrations). Two stamp fairs and auctions, seminars and short courses were also held. The County Council continues to make use of the facilities for Public Consultation events.

3.2 Developments

The plans for ambitious developments to the community building reported in last year’s report are still a long term ambition and these enjoy Planning Permission and Landlords approval. However the estimated cost of £1.2 million pounds needed suggests these plans are not viable in the current economic climate.

3.2.1 We have however proceeded with some smaller more affordable improvements for which we already have “landlord’s permission”.

- Youth End Toilets
 - In February a grant of £20,435 from the ASDA Foundation was confirmed for work on the Youth End toilets. These have been reconfigured and refurbished. The girls toilets were stripped out and new sanitary units, washbasins, vanity unit and cubicles installed. A suspended ceiling and new LED, low energy lights fitted. This reconfiguration provided space for a new accessible toilet with baby change facilities and an additional storage area for the Youth Hall. Wheelchair access from the rear entrance into the galley area and through to the Youth Hall was improved as part of this work. This facility was opened on 1 June 2016.
- Dance Studio
 - Funding has been applied for to develop the studio. This will consist of installing mirrors and ballet bars along one wall. Mirrors 1830mm high over a length of 11m. A suspended ceiling will be installed with new LED lighting to improve the overall ambience of the room. A decision is expected early in 2017 and, if successful, the work will be carried out at Easter of that year.
- Main toilets and kitchen
 - Architectural plans have been developed for two more schemes using, with their permission, the residual grant money from the SIB (Social Investment Business) originally awarded for the Feasibility Study carried out in 2014/15. It is intended when funding can be secured to refurbish the main toilets to the building and provide an integral accessible toilet.

The scheme has received Building Regulations approval and is out for tender. Returns are expected early in 2017 and will supply the cost element of a grant application.

3.2.2 Energy Efficiency

An 8KWh Solar Panel system was installed in December 2015 and this year has contributed significantly towards reduced electricity usage as well as providing funding by way of the feed in tariff.

3.2.3 General works of improvement

- School House roof; a long standing leak problem, associated with a chimney stack, has been resolved by removing the chimney and roofing over the area.
- Defibrillator; a unit, for emergency use, has been secured for use in the centre and user groups and trustees trained in its use.
- The Bridge Club purchased 80 superior padded chairs, at a cost of £5000 plus, primarily for their use but available for all users of the Centre.
- Development of a Peer Group with other County wide Community Building Trustees to share information and ideas. Not specifically a physical improvement but this is seen as useful in minimizing costs and obtaining best value for money from the Contractors required to ensure "Compliance" with various H&S and good practice requirements.
- FMYCA agreed in November to share an office with DCCYP to enable reductions in their outgoings. The office vacated will be refurbished in the 2017 and re-let or used as a meeting room for hire.

4 Financial Performance

4.1 Grant income

The ASDA Foundation awarded a grant of £20,435 towards work on the toilets next to the Youth Hall, and this was fully spent in 2016.

Grants from the County Council have ceased, although applications through the local Area Action Partnerships and Councillors' Neighbourhood Fund are still available for specific projects. A sum of £2,000 from this source was received during the year towards Centre activities.

A grant of £1,000 was received from The Hadrian Trust towards running costs.

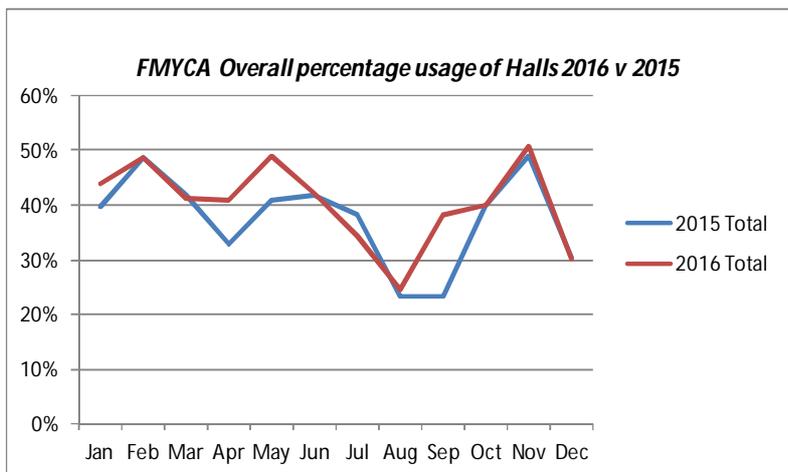
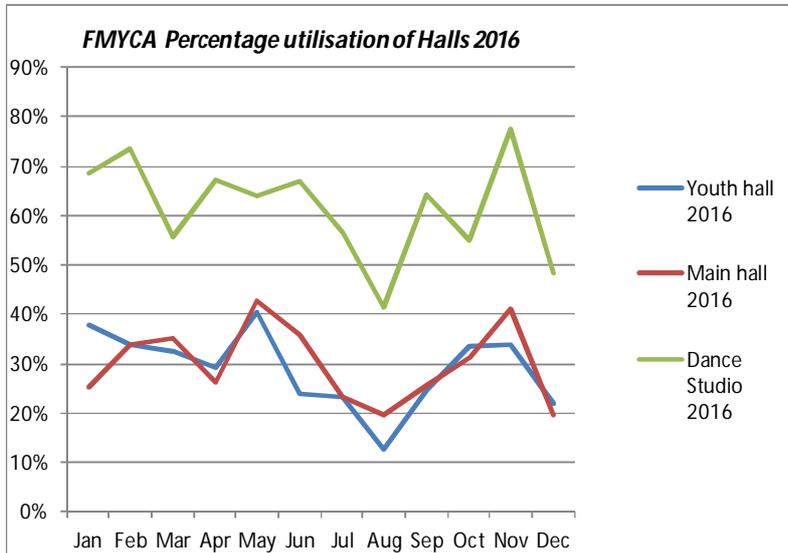
At the start of 2016 there was an unexpended amount of £5,774 on the SIB grant. Clarification has now been received from SIB as to what this grant can be spent on, and it is now expected to be fully spent by 31 March 2017.

We have been advised that the Framwellgate Moor Co-op store has chosen FMYCA as one of the local charities for their support, and we hope receive a cash donation in 2017.

The application to BIFFA for grants for planned works mentioned in last year's report was unsuccessful.

4.2. Income from hire

The main regular income continues to be through hiring the three main halls in the Centre; however, there is a good base income coming from renting out offices in the old Headmaster's House attached to the Centre. Hall hire in cash terms increased by around 12% over last year. The overall utilization of the halls now stands at an average of 40% up from 37% last year. During the year the utilisation of the Youth Hall was about 29% (2015 – 28%) on average, whilst the Adult Hall averaged 30% (2015 - 31%.) The utilisation of the Dance Studio at 62% (2015 - 54%), tends to be higher than the other halls due to block bookings by Tin Arts. The trustees are looking at ways to improve the utilisation of available room space, particularly at less popular hours, and during school holidays.



Income from office rentals was slightly lower compared to last year, principally due to the reduced rent from DCCYP, arising from the new office-sharing arrangement.

1.1 Expenditure

The amount of money spent on the building this year was greatly reduced compared to last year, and was largely financed by a grant ASDA of £20,435. The expenditure related to the improved toilet facilities, including accessible toilets, at the Youth Hall. Due to a roof leak in the old Headmasters House, around £4,800 was spent on repairs of the roof, including removal of an old chimney, during the year.

The contract for the BT telephone system expired at the start of 2016, and the contract for Broadband and telephone was awarded to TalkTalk at a much lower rate, which has produced useful savings.

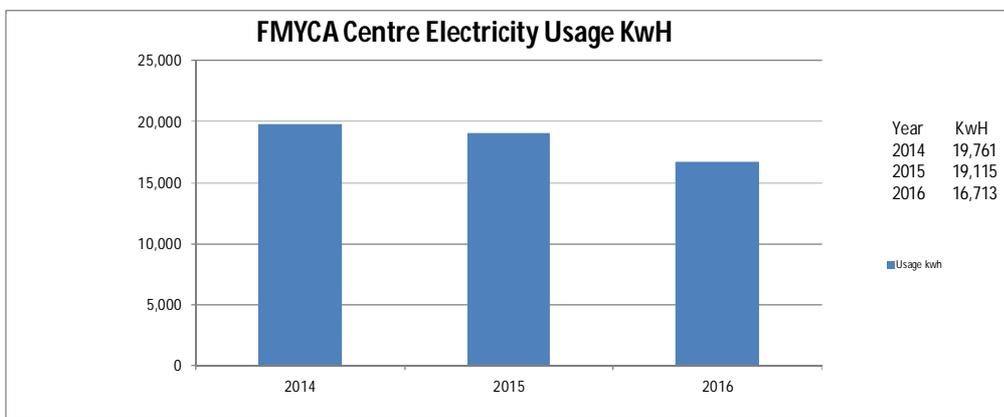
The trustees undertook a review of the insurance cover of the building and equipment. Although the building insurance is organised by Durham County Council as Landlord, it seems that the insurance does not cover much of the improvements to the fabric of the building arranged by FMYCA. As a result of this finding, the cover arranged separately by FMYCA was increased this year. Durham County Council have not yet charged a premium for the Buildings' cover they arranged in respect of 2015/ and a provision has been made for the anticipated bill.

1.2 Energy Supplies

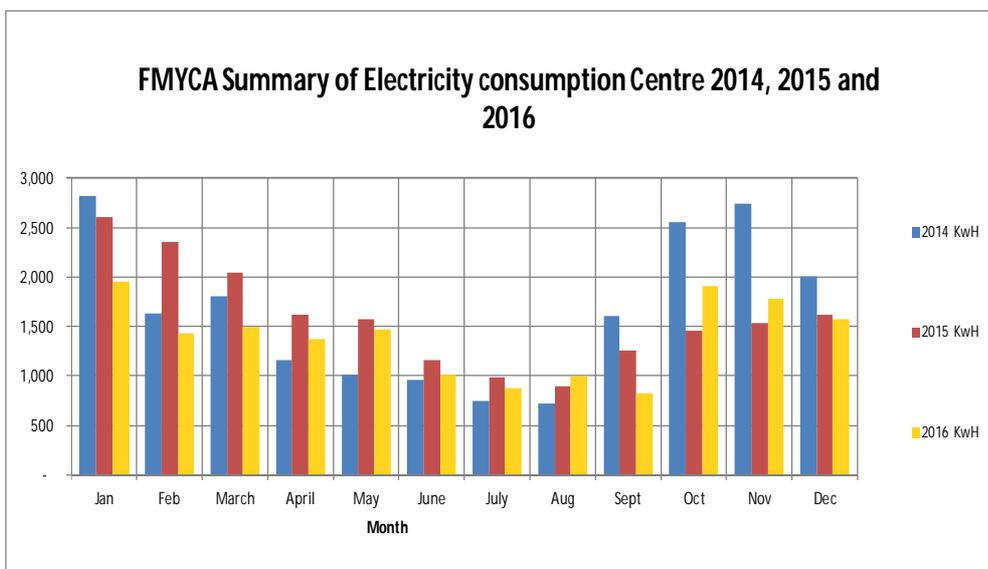
4.4.1 Electricity

The electricity supply is currently provided by Scottish Power under a three year contract which expires late in 2017.

There has, overall, been a 12.5% reduction in electricity usage in terms of KWh compared to last year, believed due mainly to the installation of the solar panels, but also to continued investment in low energy lights etc



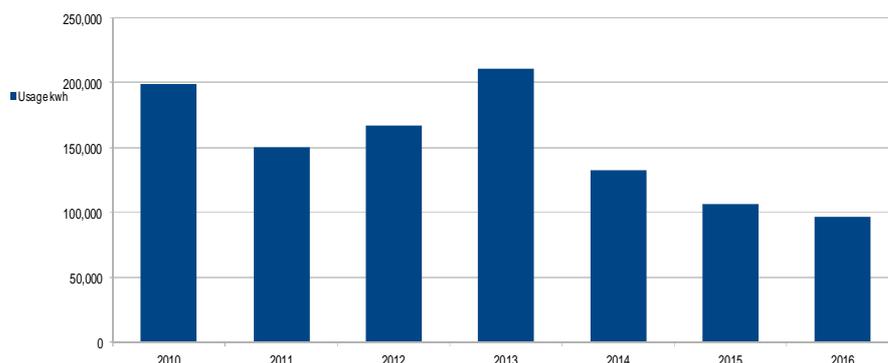
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4.4.2 Gas

The gas supply was under a two year contract which expired in January 2017, and which has been replaced by a further two year contract to January 2019, thereby providing certainty of costs for that period. Gas consumption in 2016 amounted to about 96,000 Kwh which is the lowest annual consumption for at least 7 years, and is less than 50% of the consumption in 2013. This continued downward trend is very pleasing and is at least partially as a result of the additional insulation work done in recent years. Undoubtedly the warmer weather in recent years has also helped the trend.

FMYCA Gas Consumption Centre Building



4.4 Reserves

4.4.1 Reserves Policy

The policy of the Trustees is to maintain sufficient general reserves to ensure that, in the event of unexpected setbacks, future liabilities for operating expenses can be covered. The target set by the Trustees is to maintain at all times a minimum cash balance of about 6 months of running costs (currently about £19,000) on available general funds. In addition to the above, the Trustees have set aside, from general funds, a “Repairs Reserve” to cover essential repairs required under the property lease with Durham County Council. All cash resources from grant donors, who have specified restricted uses of the grant monies, are shown as the “Restricted Reserve”, and separated from the general funds.

4.4.2 Repairs Reserve

The Trustees are aware that the 30 year lease signed with Durham County Council, as part of Asset Transfer, contains potentially onerous clauses requiring a programme of regular decoration and maintenance to the premises and equipment. During the year, the trustees set aside the sum of £750 per month from general revenue to cover these maintenance costs. Although a further £9,000 was transferred to the reserves in 2016, it was decided to release a sum of £2,375 to general reserves as a contribution towards the cost of essential roof repairs. At the end of the year, the Repairs Reserve amounted to £15,625.

4.4.3 Restricted Reserve

At the start of the year grants from SIB, amounting to £5,224, were held in the Restricted Reserve. Much of these funds were expended in the year, leaving a balance on the SIB grant of £785 at the year end. It has been advised that the remaining balance has to be expended by 31 March 2017.

4.4.4 Outcome for the year

Income on the General Reserve exceeded relevant expenditure by £10,405, after £9,000 set aside for the Repairs Reserve, and grants transferred from Restricted Reserves of £3,000.

Total reserves at 31 December 2016 amounted to £59,256 of which £785 was the Restricted Reserve and £16,625 was the Repairs Reserve, leaving £42,846 on the General Reserve. The increase in overall reserves compared to last year was £12,591 (up from £46,665 as at 31 December 2015).

4.4.4 Cash balance

As of the end of the year, the balance of bank and cash on hand amounted to around £42,237. The amount of the bank and cash balance attributable to Restricted Reserve (grants) was £785, and that attributed to Repairs Reserve amounted to £16,625, leaving £25,577 as unallocated general funds. This balance more than achieves the target of £19,000 set by the Trustees: however, any excess is likely to be required for improvement activities planned for 2017.

5 Financial Accounts