



Registered Charity No 1154450

**FRAMWELLGATE MOOR YOUTH & COMMUNITY  
ASSOCIATION**

**ANNUAL REPORT AND ACCOUNTS 2019**

## FRAMWELLGATE MOOR YOUTH & COMMUNITY ASSOCIATION

The trustees present their annual report and financial statements for the year ended 31 December 2019 and confirm that they have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting for Charities.

### Reference and Administrative Information

Charity name	Framwellgate Moor Youth and Community Association ("FMYCA")
Charity Registration Number	1154450
Principal Office	Community Centre, Front Street, Framwellgate Moor, Durham DH1 5BL
Trustees	The trustees during 2019 were as follows: Chair Ken Gates (since June 2019) Vice Chair Terry Moderate Secretary Peter Sykes Treasurer Ian Rudd Members Malcolm Blackwood, Paul Coatman, Jill Hancock, Joseph Mcllwraith (resigned due to ill health in August 2019), Aurelia Smith, Emma Spencer

Contact details	Tel: 0191 3863356 Email: <a href="mailto:framymca@gmail.com">framymca@gmail.com</a> Website: <a href="http://www.fmyca.org.uk">www.fmyca.org.uk</a> Facebook: <a href="https://www.facebook.com/FramwellgateMoorCC">https://www.facebook.com/FramwellgateMoorCC</a>
Bankers	United Trust Bank of 1 Ropemaker Street, London EC2Y 9AW Unity Trust Bank of Nine Brindley Place, Birmingham B1 2HB Virgin Money of 76 Saddler Street, Durham DH1 3NP
Solicitors	Cooper Stott, Aykley Chambers, Durham Moor Crescent, Durham DH1 5NE
Business Consultants	Milbank Architects – Construction Advice
Independent Examiner	Mr NI Coulthard

## **FRAMWELLGATE MOOR YOUTH & COMMUNITY ASSOCIATION**

### **Report of the Trustees for the year ended 31 December 2019**

#### **Structure, governance and management**

##### **Governing document**

FMYCA is a Charitable Incorporated Organisation (“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.

##### **Organisational structure**

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits. The trustees meet together as a body bi-monthly and are responsible for all decisions taken in relation to running the Community Centre and the activities provided by the charity. The bi-monthly meetings are used 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.

To assist in the smooth running of the charity the trustees have set up a number of sub-committees that help them oversee certain aspects of the charity’s work. The day-to-day management of the Community Centre facilities are delegated to staff.

##### **Trustee appointment**

Trustees are drawn from the local community and the user groups of the Community Centre. User groups may if they wish 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 residents over 18 are entitled to attend and vote. The trustees may appoint additional trustees if their number falls below 14. Such a trustee so appointed shall hold office only until the next following Annual General Meeting.

#### **Structure, governance and management**

##### **Risk management**

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. Following on from the risk reviews, the trustees also ensure that adequate

policies of insurance are in place to safeguard the Community Centre buildings, activities, staff and visitors.

## **Staff**

The Centre Manager 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. He has recently been suffering from ill health, which has led to him needing an operation. Mr Jim Pendrey was appointed as Assistant Centre Manager in June 2019.

Mr Raymond Botone, as caretaker, undertakes duties as directed by Centre Manager which include opening and closing the building and setting out the halls for use as required by hire groups.

Many individuals continue to contribute freely of their time and energy to FMYCA on a voluntary basis. Since leaving the role of trustee in 2018, Mr. Mike Rayner and Mr Rick Johnston have continued to support the Centre on a voluntary basis. Mr Alan Smith assists with joinery work when required.

## **Objectives and activities**

### **Our aims**

The objects of the charity are set out in the charity's formation document and are summarised as follows:

- To run the Community Centre for the benefit of the residents of Framwellgate Moor and its neighbourhood. This includes the provision of facilities to promote social welfare and generally improve conditions of life.
- To provide the above facilities without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.
- To make the facilities 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.

### **Activities**

FMYCA operates and is responsible for the Community Centre building and facilities at Front Street, Framwellgate Moor, Durham. It makes the halls, rooms and facilities available for hire to members of the community in a way consistent with our objectives, for the public benefit.

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.

The building complex consists of three separate halls namely the Main or Adult Hall, the Youth Hall and the Dance Studio providing a range of facilities for potential users. These are supplemented by rooms for storage of equipment as well as kitchen, and toilet facilities. In addition the former headmaster's house has been converted to office accommodation and meeting rooms.

## **Users of the Community Centre facilities**

Facility users include tenants together with regular and *ad hoc* hirers of our facilities. We have three tenants at present in our Office Building, the Durham City Youth Project ("DCYP"), Durham Bridge Club and TIN Arts. DCYP operates targeted detached youth work thorough out the City and a Durham County Council project in the surrounding area. Durham Bridge Club have rented an office for their administrative purposes since August 2019.

TIN Arts is a teaching and training organisation for performance arts. It provides classes in dance for students from the age of 2 upwards including young people with learning difficulties. They make extensive use of our specialist dance studio. This studio is also shared with other dance groups such as Ballroom, Ballet, Durham Dance, English Folk Dance and Zumba Toning Fitness Class. TIN Arts also makes use of our other halls to meet its operational needs.

The Adult (main) Hall has been used by a variety of groups including Art classes, Arabic classes, Baby sensory Group, Baby signing group, Ingeus (a specialist health support group), Durham Bridge Club, Indian Music, Ladies Cardio, Sweaty Mama and Tai Chi.

In the Youth Hall, in addition to the Youth Club and Woodcraft Folk, there is Boxercise, Carpet Bowls (retired in December 2019 after over 10 years at the centre), Durham Bridge Club, Durham Coronary Support Group, Durham People's Parliament, and Yoga. Other groups include Artventurers, Esk & Wear Valley mindfulness course, Martial Arts group and the Redeemed Christian Church of God group. The Youth Hall and the adjoining kitchen was used to provide an inter-generational Christmas lunch for local senior citizens with the help of DCYP and New College students. Local councillors provided the funds for the community lunch using New College catering.

The meeting room has been used by Age UK, Diabetes UK, ME North East, New College (Durham) and a Spanish language class.

Durham County Council has used the Centre for public consultations as has Bernie's Hedgehog Rescue Trust. The Post Office has a mobile van which parks outside the Centre twice a week. The centre was used as a polling station for the December General election.

Ad hoc hire remains a useful source of income. The Centre remains a popular venue for birthday parties.

New College students undertook a work experience day at the centre, helping out in various ways.

## **Developments and Achievements**

An award of £45,000 from the Garfield Weston's 60<sup>th</sup> Anniversary Fund was granted in 2018 with the aim of supporting a project to improve the main kitchen and create a separate Community Café and meeting area. Work on the development started in the Easter Holidays and was completed by the end of July. In partnership with Durham New College, the kitchen/café has been used successfully to provide tea/coffee and refreshments for the general public and user groups and for charity events (Macmillan coffee morning, Remembrance Day and Children in Need).

Other works of general improvement which took place during the year, or are still ongoing are:

- Refurbishment of the Centre Manager's and DCYP office.
- Security fencing and gates to the rear of the building were successfully completed in August.
- Supporting the 'No dig system', with boxes and large planters, to grow salads, vegetables and herbs in Framwellgate Moor Front Street.
- The website has been updated and is now maintained on a weekly basis.
- Publicity for user groups in the local press is now regularly undertaken.
- A separate storage area was built in the entrance lobby to the Youth hall.
- The new meeting room has successfully been hired out to a variety of groups (it is administered by FMYCA, although first call for meetings was agreed with TIN Arts).
- An office was re-let to Durham Bridge Club for administrative purposes.

## **Financial Review**

### **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 cash balance of around 6 months of running costs (about £25,000) within general funds. The general reserves stood at £64,712 as at the year end, while the cash balance allocated to general use amounted to around £ 33,678.

The Trustees have set aside, from general funds, a "Repairs Reserve" to cover essential repairs required under the property lease with Durham County Council. At the year end the balance on the repairs reserve was £32,556. The bulk of this balance has been allocated to the fund for replacement of the main heating boilers, but with smaller amounts to cover the anticipated cost of decorating and maintenance expected in the near future.

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. At the start of the year grants from the Garfield Weston Foundation amounting to £45,000, were held in the Restricted Reserve. All of these funds were expended during the year on the new kitchen and café area. The trustees are extremely grateful for the generous support from the Garfield Weston Foundation 60<sup>th</sup> Anniversary Fund for this project. At the year end there was a zero balance on the Restricted Reserve.

## **Principal sources of income**

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 and meeting rooms in the old Headmaster's House attached to the Centre.

Hall hire in cash terms increased by around 4.6% over last year. The overall utilisation of the halls now stands at an average of 44.7 % up from 43.8 % last year. During the year the utilisation of the Youth Hall was about 34.9% (2018 - 33.5 %) on average, whilst the Adult Hall averaged 38.2% (2018 - 35.9%.) The utilisation of the Dance Studio at 60.9% (2018 - 62.1%), tends to be higher than the other halls due to block bookings by TIN Arts. The percentage utilisation is calculated assuming each hall is available for ten hours per day. The trustees are pleased with the overall increase in usage of the halls but are always looking for ways to improve the utilisation of available room space, particularly at less popular hours, and during school holidays.

Income from office rentals overall is similar to last year.

The solar panels installed in late 2015, continue to be a useful source of income, generating around £767 this year, as well as reducing our overall electricity consumption. This income was slightly up on last year due to mechanical breakdown of the solar inverter in the previous year.

Towards the end of the year, the Community café, set up following the completion of the building project, became operational with the assistance of Durham New College. It is hoped that, once established, the café will cover its operating costs.

No new grants have been received in 2019; however, grants are actively being sought for projects in 2020.

## **Plans for the future**

Plans were drawn up several years ago for an ambitious redevelopment of the Community Centre. The estimated cost of the planning was £1.2 million. Although not viable in the current climate we do have Planning Permission and Landlord's Approval. We are proceeding with smaller more affordable improvements, to widen access for our community, for which we already have "landlord's permission". Trustees are also looking to develop more socially inclusive activities, organised and presented by the association as well as continuing to provide the existing hire facilities.

Planning is in place to develop the kitchen/reception area of the Youth hall into more flexible usage with the introduction of modular furniture units. The male toilets adjacent to the Youth hall are in need of refurbishment and updating to bring them up to the same standard as the female and easy access toilets in the same area. Grant funding has or will be sought to fund the bulk of the related expenditure for the projects which are planned for 2020.

## **Statement of Trustees' responsibilities**

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which show the state of affairs of the charity and the incoming resources and application of resources of the charity for that period.

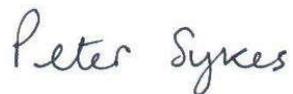
In preparing the financial statements, the trustees are required to select suitable accounting policies and then apply them consistently and observe the methods and principles in the Charities SORP.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Acts, the Charity (Accounts and Reports) Regulations and the provisions of the formation document.

They are also responsible for safeguarding the assets of the charity.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 2.

Approved by the trustees and signed on their behalf by:



March 2020