



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	1st	April	2023		31st	March	2024

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

St Marks Community Centre	
St Marks Terrace	
Sunderland	
<b>Postcode</b>	Sr4 7BN

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Iain Kay	Chair		
2	Kevin Dodsworth	Vice-chair		
3	Peter Anderson	Treasurer		
4	Christine Dodsworth	Secretary		
5	Jean Philips	Trustee		
6	Wendy Gibbons	Trustee		
7				
8				
9				
10				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The executive committee abides by the constitution as adopted on the 7 <sup>th</sup> June 1996
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by Committee

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

1. To promote the benefits of the inhabitants of the area of benefit by associating together the inhabitants and the local authorities, voluntary and other organisations to advance educational, social welfare and leisure time occupations.
  2. To establish a community centre
  3. Other such charitable purposes
- The area of benefit is defined as :- Millfield, Sunderland and the Surrounding areas.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

St Marks provides a Community Building where people young and old can meet up to take part in social or educational activities, in a safe, warm and friendly environment, these activities include: -

- ❖ **Youth Session** take place on a Friday evening, this allows young people to meet up and take part in sporting, educational and social activities such as football, basketball, netball, table tennis, table soccer, pool etc. There is a games room where young people can access tv and games console, a computer suite with internet access. There are educational and social programs run by youth workers. The community activity garden and sports area, allows the young people to access outside activities such as sports on the artificial football pitch, we also have a play area and fitness equipment for all ages, and a gym for older young people.
- ❖ **Over 60s group** that meet on a Friday up for three hours to do arts and crafts, cooking and just have a good chat and a cuppa., it' continues to thrive with over 20 people attending each week. They also now do trips away for social events.
- ❖ **Residents group** meet every 5 weeks to talk about issues affecting their community. There are over 20 residents attending each meeting.
- ❖ **Computer online.** This project helps local people learn new computer skills, become more confident online, apply for jobs, talk to family etc, this has been a great success with over 30 local people being supported, this helps people to become less isolated.
- ❖ **Toddler group** runs on a Tuesday morning, offering play area tea biscuits and juice free of charge.
- ❖ There are several independent clubs also operating from the centre, this includes-
- ❖ **Computer drop in Suite** – this is available Monday – Friday 9am to 3pm allowing the whole community access to computers, printers and the internet. This has been used by local community members to use the internet, apply for jobs and print off CVs
- ❖ St Marks have tried to provide as many activities as possible for the whole age range within the Millfield and surrounding areas of Sunderland. The Community Garden is available throughout the day for community use, free of charge, The fitness room is available for minimum cost of £1, and the outdoor toddler area is available throughout the day free of charge, as is the artificial grassed area giving outdoor open space for the local community.
- ❖ We also now have two faith groups running on a Sundays this gives

families the chance to meet up every week.

We have Sunderland's only Full Orchestra now renting the building where they practice each week, and offer concerts at certain times of the year.

We continue to try to attract income revenues that can offer opportunities for local people, we have worked with Gateshead college in the past year. We have also had local NHS teams in offering vaccinations and advice to residents.

#### **Additional details of objectives and activities (Optional information)**

We have continuous support from dedicated long standing local volunteers, who without them the place couldn't survive with the heavy increasing demands of funding

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

We try to thrive and develop each year and this year, more than ever St Marks has aimed to provide a focal point for the local community of Millfield, where they can feel a part of and offer a multipurpose centre run by and for the whole community.

We continuously work with other local organisations the local council and police teams to try and offer as much as we can to help make the Millfield a closer and better community to live in. Our management committee is totally run by local people, so helping make decisions which enhance the facilities and programs we can offer. We also try to make cost no issue by providing free activities, and some with a small minimal fee so open to all. We are situated in an area of high deprivation with many families on low incomes and benefits, we still have over 85%of households who don't have access to a garden for children to play. We are always here to listen to what local people want; this is the most important thing in helping to bring the community together.

With Sunderland being stated as one of the unhealthiest cities in the UK, we do try to aim to help improve the health styles of local people, By providing free outdoor space, fitness room and information on healthy eating we hope we can help address this and help local people live healthier and more active lifestyles. We are looking to develop the outdoor area and look at funding for new projects to allow people to plant and grow vegetables etc so helping local people to eat more affordable and healthier options. The manager has now been here over 15 years and is also a local person who has the passion to improve the facility each year to make it an even more attractive and beneficial to the whole community. The manager also continues to work closely with local people and organisations so we can maximise the amount of local people we are reaching.

We will continue to work hard and help to make the community even stronger, and we are in the process of purchasing the building and making even more exciting changes both inside and outside the centre.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The executive committee regards the financial performance of St Marks (Millfield, Sunderland) Community Association and its financial position to be satisfactory.

The executive policy is that reserves should not exceed the average of six months expenditure and a contingency for unforeseen events The committee therefore feels that its reserves are satisfactory.

We hereby submit our annual policy and financial statements for the year ended 31<sup>st</sup> March 2023.

**Details of any funds materially in deficit**

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**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- Investment policy and objectives including any ethical investment policy adopted.

**Accounting for income.**

Cash donations and other income are treated as income in year in which they are received. Voluntary help is not included in the accounts.

**Expenditure**

All relevant expenditure is accounted for when incurred. Charitable donations are accounted for when the payment is made.

**Fixed Assets**

No fixed assets were held during 2022/2023

**Section F Other optional information**

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**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Martin Robson	Iain Kay
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<b>Full name(s)</b>	Martin Robson	Iain Kay
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<b>Position (eg Secretary, Chair, etc)</b>	Project Manager	Chair
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**Date**

24/9/24

**FINANCIAL REPORT**

**ST MARKS (MILLFIELD, SUNDERLAND) COMMUNITY ASSOCIATION**

**CHARITY NO 1057027**

**INCOME AND EXPENDITURE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

We have prepared without carrying out an audit this Income and Expenditure Accounts set forth of the St Marks (Millfield, Sunderland) Community Association for the year ended 31st March 2024 from the information supplied by our clients and we certify the same to be to be in accordance therewith.


208 Chester Road  
Sunderland  
SR4 7HE

*Accounts Direct*  
Accounts Direct

**Accounts Direct  
208 Chester Road  
Sunderland  
SR4 7HE**

We, the undersigned, hereby confirm that we have read through this Income and Expenditure Accounts and approve them.

Signed  .....  
TREASURER

Signed  .....  
SECRETARY

**INDEPENDENT EXAMINER'S REPORT TO**  
**THE TRUSTEES OF ST MARKS (MILLFIELD, SUNDERLAND) COMMUNITY ASSOCIATION**  
**CHARITY No 1057027**

I report on the accounts of the trust for the year-ended 31st March 2024.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 act) and that an independent examination is needed.

It is my responsibility to:-

- (a) examine the accounts (under section 43 (3) of the 1993 Act
- (b) to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43(7) (b) of the 1993 act ; and,
- (c) to state whether particular matters have come to my attention.

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements.
  - (a) to keep accounting records in accordance with section 41 of the 1993 Act: and
  - (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act

have not been met : or

- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be needed.

Name Erika Younger  
Qualification F.M.A.A.T.  
Address Accounts Direct  
208 Chester Road  
Sunderland  
SR4 7HE  
Date 8<sup>th</sup> August 2024

Signature

 F.M.A.A.T.

**ST MARKS (MILLFIELD, SUNDERLAND) COMMUNITY ASSOCIATION**  
**CHARITY NO 1057027**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**INCOME**

	£	£
Hire of Room	18,959	
Grants	33,976	
Insurance Claim (repairs)	10,068	
Grants Received	<u>36,000</u>	<b>99,003</b>

**EXPENSES**

Insurance	3,535	
Water Rates	652	
NNDR	1,450	
Heat & Light	4,013	
Staff Wages & Nic	28,612	
Telephone & Internet	714	
Cleaning	373	
Repairs & Renewals	15,175	
Volunteer Expenses	1,090	
Grant Application Fee	2,990	
Office & Software	248	
Service Charges (Boiler Cover)	497	
Leasing & Photocopier	457	
Accountants Fees	340	
Payroll Agents	210	
Garden Project Expenses	28,611	
Sundries & Refreshments	<u>403</u>	<b>89,370</b>

**NET PROFIT**

**9,633**

**ST MARKS (MILLFIELD, SUNDERLAND) COMMUNITY ASSOCIATION**  
**CHARITY NO 1057027**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR-ENDED 31 MARCH 2024**

**NOTES TO THE ACCOUNTS**

**1      BANK BALANCES**

Classic (Current) A/c	<b>£ 77,598</b>
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**2.      GRANTS RECEIVED**

Sunderland City Council	£ 10,000
Community Foundation Fund	£ 22,160
Back On The Map	£ 1,902
Lottery	£ 9,914
Grant Scape	<u>£ 26,000</u>
	<b><u>£ 66,976</u></b>

**3.      INSURANCE PAYMENT**

Insurance Claim	<b>£ 10,068</b>
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**RESTRICTED / UNRESTRICTED FUNDS HELD IN THE BANK ACCOUNT**

1.      The charity hold restricted funds of:-	<b><u>£ 49,300</u></b>
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2.      The charity hold unrestricted funds of:-	<b><u>£ 28,298</u></b>
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**Expenditure**

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**Fixed Assets**

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**Section F Other optional information**

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**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Martin Robson	Iain Kay
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<b>Full name(s)</b>	Martin Robson	Iain Kay
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<b>Position (eg Secretary, Chair, etc)</b>	Project Manager	Chair
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**Date**

24/9/24