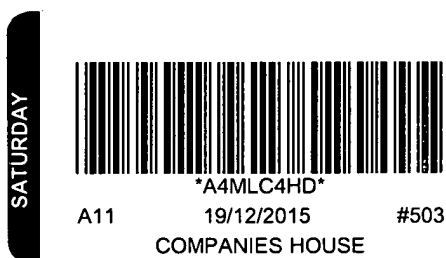


**St Mary's Centre  
(Association of Middlesbrough Based Charities) Limited**

Report of the Council of Management and  
Statement of Accounts  
for the year ended 31 March 2015

"Registrar of Companies Copy"  
Company No. 1828711



**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

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**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Company Information**

**Members of the Council of Management**

**Nominated Representatives**

Mrs S Topham	Community Campus '87
Mrs Beverley Carrick	Teesside Federation of Women's Institutes
Mrs Norah Sanders	MVDA
No representative	After Adoption – left 31.10.15
Ms J Grant-Render	NECA
Ms V Lambert	HIC

**Elected Members**

Mrs B Bradley	Chair	Individual Member
Mrs G Walker	Vice-Chair	Individual Member – from 04.06.14, appointed vice-chair 14.01.15
Mr C Nestor	Vice-Chair	Individual Member – resigned 14.01.15
Mrs P Price		Individual Member
Mrs J Little		Individual Member

**Secretary**

Mrs E A Allen	St Mary's Centre
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<b>Company Number</b>	1828711
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<b>Charity Number</b>	1020874
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<b>Registered Office</b>	82-90 Corporation Road Middlesbrough TS1 2RW
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<b>Bankers</b>	Unity Trust Bank Plc Nine Brindley Place 4 Oozells Square Birmingham B21 2HB
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<b>Accountants</b>	Anderson Barrowcliff LLP Waterloo House Teesdale South Thornaby Place Thornaby on Tees TS17 6SA
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**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Report of The Council of Management**

The Council of Management submits its report together with financial statements for the year ended 31 March 2015

**Structure, Governance and Management**

The Charity is constituted as a Company limited by guarantee, without a share capital, and is therefore governed by a Memorandum and Articles of Association. It became a registered charity on 13 May 1993.

The Charity is organised so that the Members of the Council of Management meet regularly to manage the affairs of the charity. The Secretary is in charge of the day to day running of the Charity. A management team consisting of the Chair, Vice-Chair, Secretary and one nominated representative meet monthly to make decisions on the day to day matters. Important decisions have to be ratified at the quarterly meetings of the full Council of Management. All Members of the Council of Management have equal responsibilities in the running of the Charity, except the co-opted members who do not have a vote.

**Appointment of Trustees**

As set out in the Articles of Association, membership of the Company is unlimited with the Council of Management (Board of Trustees) being recruited from the membership and appointed as follows: each organisation permanently based in St Mary's Centre shall nominate 1 representative, as will Middlesbrough Council. In addition, 3 additional members shall be elected at the Annual General Meeting. A further 4 members may be co-opted who shall not be entitled to vote.

All members are circulated with an invitation to nominate trustees prior to the AGM, advising them of the retiring trustee(s) and requesting nominations for the AGM. When considering co-optees, knowledge and expertise which will benefit the Centre is taken into consideration.

Nominees appointed by Middlesbrough Council are subject to the appointment processes of that body and the guidelines on appointment to public office as they apply to Local Government nominees.

**Trustee Induction and Training**

New Trustees are inducted by the Centre Manager/Company Secretary who briefs them on their legal obligations with regard to company and charity law. They are also given an introduction to the building, the staff and other trustees and are instructed in the Health & Safety and security requirements of the Centre.

External training events which will facilitate the undertaking of their role are provided as and when appropriate.

**Objectives, Activities and Achievements**

The Charity's objects and its principal activity continues to be the promotion of more effective working of charities and voluntary organisations in the area by providing premises and other facilities at competitive rates.

Rents increased by almost £20,000 due to more income received from occasional users. Charges were increased by 5% for all users. The grant from Middlesbrough Borough Council was £12,500 (2014: £12,500). A similar amount will be received in 2015/16.

Expenses have increased slightly. An increase in repairs due to a large boiler repair, have been partly offset by reductions elsewhere, in particular heat and light.

The charity showed a surplus on unrestricted funds of £3,266 (2014: £16,245 deficit).

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Report of The Council of Management**

**Reserves Policy**

The Council of Management of St Mary's Centre have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (free reserves) held by the charity should be approximately three months running costs plus redundancy requirements. At the present time the free reserves of £19,968 do not cover this requirement and the Council of Management will consider ways in which additional unrestricted funds will be raised. This will be monitored on an annual basis.

**Council of Management Statement**

In setting our objectives and planning our activities the trustees have given careful consideration to the Charity Commission guidance on public benefit.

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

BY ORDER OF THE COUNCIL



E A ALLEN  
SECRETARY

Registered Office  
St Mary's Centre  
82-90 Corporation Road  
Middlesbrough  
TS1 2RW

Date: 15 DECEMBER 2015

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Statement of Financial Activities (Including Income and Expenditure Account)**  
**for the Year Ended 31 March 2015**

		2015 Unrestricted Funds £	2015 Restricted Funds £	2015 Total Funds £	2014 Total Funds £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds:</b>					
<b>Voluntary income:</b>					
Donations and Grants	2	32,500	5,000	37,500	33,235
Incoming resources from charitable activities					
Rent received		98,339	-	98,339	80,729
Catering income		918	-	918	1,722
Other charitable income		2,400		2,400	
Expenses recharged		788	-	788	3,067
<b>Total Incoming Resources</b>		<b>134,945</b>	<b>5,000</b>	<b>139,945</b>	<b>118,753</b>
<b>Resources Expended</b>					
Charitable activities	3	124,656	-	124,656	122,440
Governance Costs	4	12,023	-	12,023	12,558
<b>Total Resources Expended</b>		<b>136,679</b>	<b>-</b>	<b>136,679</b>	<b>134,998</b>
<b>Net Movement in Funds/</b>					
<b>Net Income/(Expenditure) for the year</b>		<b>(1,734)</b>	<b>5,000</b>	<b>3,266</b>	<b>(16,245)</b>
Funds brought forward at 1 April 2014		10,877	-	10,877	27,122
<b>Fund balance carried forward at 31 March 2015</b>		<b>9,143</b>	<b>5,000</b>	<b>14,143</b>	<b>10,877</b>

The accompanying notes form part of these financial statements

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Balance Sheet as at 31 March 2015**

	<u>Notes</u>	2015	2014
		£	£
<b>Fixed Assets</b>			
Tangible assets	5	6,662	9,026
<b>Current Assets</b>			
Debtors	6	10,954	7,006
Cash at bank and in hand		4,423	6,173
		<u>15,377</u>	<u>13,179</u>
<b>Creditors: Amounts falling due within one year</b>	7	<u>(7,896)</u>	<u>(11,328)</u>
<b>Net Current Assets</b>		<u>7,481</u>	<u>1,851</u>
<b>Net Assets</b>		<u><u>14,143</u></u>	<u><u>10,877</u></u>
<b>Funds</b>			
Restricted		5,000	-
Unrestricted		9,143	10,877
		<u><u>14,143</u></u>	<u><u>10,877</u></u>

For the year ended 31 March 2015 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

*Bearick*

*N. Sanders*

Mrs Beverley Carrick  
MEMBERS OF THE COUNCIL OF MANAGEMENT  
Mrs Norah Sanders

The accounts were approved by the Council of Management on 16/12/15

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Notes to the Financial Statements for the Year Ended 31 March 2015**

**1 ACCOUNTING POLICIES**

**(a) Basis of preparation**

The financial statements have been prepared under the historical cost convention as modified for the revaluation of fixed assets and in accordance with the Companies Act 2006. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP). "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards and Financial Reporting Standard for Smaller Entities (effective April 2008).

**Going concern**

The grant from Middlesbrough Borough Council was reduced from £25,250 in 2012/13 to £12,500 for 2013/14 and 2014/15. This has had a significant impact on the charity. The charity is exploring new funding sources and has increased usage of the centre this year. Expenditure has been cut where possible. Salary reductions will be made in 2015/16 as hours have been cut. The charity currently has sufficient reserves to continue in operation.

The Council of Management therefore believe that it is appropriate to prepare the financial statements on a going concern basis.

**(b) Company status**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**(c) Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering the funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**(d) Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donations are credited to income as they are received. Grants received are recognised as income for the period which they relate to. Income from sale of refreshments is net of the related cost. There is no other netting off of expenditure in the accounts. Items purchased for the use of other charities and services recharged are not included within the SOFA.

Donated facilities and services are included at the actual cost or value to the company, as described in Note 2.

**(e) Resources expended**

All expenditure is accounted for on an accruals basis and includes VAT as this is not recoverable by the charity.

Resources expended on charitable activities include the direct costs of running the centre. Support costs include central overheads including salaries, and communication costs, integral to the running of the Charity. Governance costs include the costs of meeting constitutional and statutory requirements. Salary costs of the secretary have been split between charitable and governance costs 60:40 which is an estimate of the time spent. Printing and stationery has 10% allocated to governance costs.



**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Notes to the Financial Statements for the Year Ended 31 March 2015**

**(f) Fixed Assets**

Fixed assets are stated at cost less accumulated depreciation. Assets costing less than £500 are not capitalised.

Assets purchased from restricted funds are capitalised in the Balance Sheet and the funds then transferred to unrestricted funds as they have been expended in the year.

Fixtures and fittings are depreciated on a 15% straight line basis to write off each asset over its estimated useful life.

**(g) Pension Costs**

The Company operates a defined contribution pension scheme for the benefit of its employees and contributions are charged to the SOFA in the year in which they are made.

**2 DONATION AND GRANTS**

	2015 £	2014 £
Donated facilities	20,000	20,000
Middlesbrough Borough Council - grant received	12,500	12,500
Willans Trust – grant received	5,000	-
Donated assets – chairs and cooker	-	735
	<u>37,500</u>	<u>33,235</u>

The Charity's premises on Corporation Road are supplied by Middlesbrough Borough Council on a rent free basis. The valuation of the donated facilities is an estimate based on the open market value of similar facilities.

The charity was donated chairs and a cooker in the previous year. The valuation of the donated equipment is its estimated market value.

**3 CHARITABLE ACTIVITIES**

	2015 £	2014 £
<b>Costs directly allocated to activities:</b>		
Repairs & maintenance	10,514	3,928
Cleaning	4,842	5,207
Heat & light	16,762	19,676
Water & rates	4,991	4,613
Rent	20,000	20,000
Bad Debts	824	-
	<u>57,933</u>	<u>53,424</u>
<b>Support Costs allocated to activities</b>		
Wages & salaries	58,233	59,798
Printing, postage, stationery & advertising	818	1,823
Insurance	1,408	1,699
Telephone	2,214	1,771
Sundries	881	759
Bank charges	32	29
Pension costs	773	773
Depreciation	2,364	2,364
	<u>66,723</u>	<u>69,016</u>
<b>Total</b>	<u>124,656</u>	<u>122,440</u>

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Notes to the Financial Statements for the Year Ended 31 March 2015**

**4 GOVERNANCE COSTS**

	2015	2014
	£	£
Wages & salaries	10,253	10,645
Accountancy	1,710	1,710
Printing, postage, stationery & advertising	60	203
	<u>12,023</u>	<u>12,558</u>

**5 TANGIBLE FIXED ASSETS**

	Fixtures & Fittings £	Total £
<b>Cost or Valuation</b>		
At 1 April 2014 & 31 March 2015	<u>37,995</u>	<u>37,995</u>
<b>Depreciation</b>		
At 1 April 2014	28,969	28,969
Charge for year	<u>2,364</u>	<u>2,364</u>
<b>At 31 March 2015</b>	<u>31,333</u>	<u>31,333</u>
<b>Net Book Value</b>		
<b>31 March 2015</b>	<u>6,662</u>	<u>6,662</u>
31 March 2014	<u>9,026</u>	<u>9,026</u>

The fixtures and fittings were revalued on 31 March 2000 by the Council of Management at £7,000, on an open market value basis in accordance with Section 223 of the Statement of Recommended Practice for Charity Accounts. The valuation of £7,000 is still materially correct. The historical cost was £1,000 and was not depreciated. All assets are depreciated to write off their value over their useful life. All assets are used for charitable purposes. The company has followed the transitional provisions of the FRSE (effective April 2008) and the valuation has not been updated.

**6 DEBTORS**

	2015	2014
	£	£
Other debtors	145	145
Trade debtors	9,443	5,519
Prepayments	1,366	1,342
	<u>10,954</u>	<u>7,006</u>

**7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2015	2014
	£	£
Trade creditors	471	6,792
Accruals and deferred income	3,738	4,536
Social security and other taxes	3,687	-
	<u>7,896</u>	<u>11,328</u>

Accounts and deferred income includes the following accrued income

	£
Rent received – deferred in year	<u>500</u>
Carried forward	<u>500</u>

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Notes to the Financial Statements for the Year Ended 31 March 2015**

**8 PENSION COSTS**

The Company operates a contributory pension scheme. It is a defined contributions scheme and contributions are charged to the SOFA as they accrue. The charge for the year was £773 (2014: £773).

**9 RELATED PARTY DISCLOSURES**

All nominated representatives of the Council of Management represent charities, which regularly use the centre. They do not have use of the centre on terms any more favourable than any other charities.

**Control Relationships**

The Charity is under the control of the Council of Management as noted on page 1.

**10 TRUSTEE REMUNERATION AND EXPENSES**

None of the Trustees received any remuneration from the Charity. No expenses were paid to the Trustees during this year or the previous year.

**11 EMPLOYEE INFORMATION**

Staff costs are as follows:-

	2015 £	2014 £
Wages & salaries	65,798	65,641
National Insurance	2,688	4,802
Pension costs	773	773
	<u>69,259</u>	<u>71,216</u>

No employee earned more than £60,000.

The average number of employees was:-

	2015	2014
Administration & caretakers	<u>4</u>	<u>4</u>

**12 RESTRICTED FUNDS**

	At 1 April 2014 £	Income £	Expenditure £	At 31 March 2015 £
Willans Trust	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>5,000</u>

The money from the Willans Trust was received to assist in the salary costs of a development worker.

**13 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible fixed assets	6,662	-	6,662
Current assets	10,377	5,000	15,377
Liabilities	(7,896)	-	(7,896)
	<u>9,143</u>	<u>5,000</u>	<u>14,143</u>

**St Mary's Centre**  
**(Association of Middlesbrough Based Charities) Limited**

**Independent Examiner's Report to the Trustees of St Mary's Centre (Association of Middlesbrough Based Charities) Limited**

I report on the accounts of the company for the year ended 31 March 2015 which are set out on pages 4 to 9.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**Independent examiner's statement**

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

- (1) which gives reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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 reached.



D J Robertson FCA  
Partner  
Anderson Barrowcliff LLP  
Chartered Accountants  
Waterloo House  
Teesdale South  
Thornaby Place  
Thornaby on Tees  
TS17 6SA

Date: 16.12.15