



# Annual Report 2016

**HALLMARK**



a quality  
standard scheme  
for village halls

*Hallmark 3 achieved*



**Belmont Community Association,  
Belmont Community Centre,  
Sunderland Road,  
Gilesgate Moor,  
Durham, DH1 2LL**

**☎ 0191 3866659 (Community Centre)**  
**☎ 0191 3751252 (Belmont School)**  
**✉ belmontca@live.co.uk**

**Website [www.belmontcommunityassociation.org.uk](http://www.belmontcommunityassociation.org.uk)**

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## **1 Overview and Mission Statement**

1:1 Overview Belmont Community Association was established in 1971. BCA operates from Belmont Community Centre and has a "shared use" agreement with Belmont Community School for use of their facilities outside of school hours. The Association provides opportunities for individuals of all ages to meet for a common interest, purpose or pastime, including participation in sporting activities. BCA employs a manager for 15 hours per week.

The Community Centre is owned by BCA, who are therefore responsible for all maintenance costs. The Centre has three meeting rooms and a small sports hall (large enough to accommodate a badminton court), a kitchen (due to be updated during 2017) and is home to the office of Belmont Parish Council. The Centre is located in a pleasant green setting, surrounded by a park which includes children's playgrounds, football and cricket pitches, tennis and basketball courts and a bowling green. Footpaths around the complex are well used by dog walkers.

A car park owned by Durham County Council is adjacent to the Centre, and is available to users without charge. This has a capacity of approximately 50 cars.

The Centre is located adjacent to Sunderland Road, which is well served by service buses. Durham City Centre and the A1M motorway are each approximately two miles from the Centre (in opposite directions!) There are many shops a short walk away, including B&Q, Tesco, Boots, Curry's-PC World, Aldi & B&M, a Premier travel inn and restaurant.

There is a "shared use" agreement between Belmont Community Association and Belmont Community School. Belmont Community School is located on Buckinghamshire Road in Belmont (DH1 2QP), in a housing estate, and approximately half a mile from the Community Centre. BCA is able to use the school facilities outside of school hours. Facilities here include a large sports hall which is host to a badminton centre of excellence, a gymnasium, Astroturf five a side football court, football pitches and classrooms. 75% of any profit made on activities at the school site are paid to the school as a contribution to the upkeep of facilities.

During 2016 Belmont Community Association achieved a Hallmark Level 3 award.

1:2 Mission Statement "To work in partnership with Belmont Community School to provide a community centre for recreational use and a wide range of sports facilities at affordable cost to the residents of Belmont, Carrville, Gilesgate Moor and the surrounding areas."

1:3 Equality Statement Belmont Community Association is firmly committed to diversity and equality in all of its activities. We are committed to promoting equality of

opportunity within our Association and with partners. We recognise that the strength of the Association is built on the understanding of individual strengths and differences and seeks to respect these. We recognise that certain groups and individuals in society are disadvantaged because of discrimination experienced. We seek to ensure that our Association respects and includes everyone and that no user, partner, employee or job applicant receives less favourable treatment on the basis of age, disability, marital status (including civil Partnerships), race, religion or belief, sex (including gender reassignment) sexual orientation, pregnancy and maternity, trade union membership, political views or affiliations.

## 2 Governance

2:1 Management Team: A Management Committee, drawn from the community and user groups, is elected at the Annual General Meeting, held on the second Wednesday in March. Monthly meetings are held to set policies and to monitor the activities of the Association, establish procedures, provide feedback from groups and to take decisions arising from Officers' reports. All members of BCA may attend the proceedings.

During 2016 the membership of the Management Committee of Belmont Community Association was:

President	Alex Wilson
Chairman	Bill Moir
Vice Chairman	Dave Drinkwater
Treasurer	Mick Bennett
Secretary	Peter Corbett
Executive Members	Patrick Conway, Gill Hay, Barbara Howarth, Joe Knight, Gerald Lee, Tammy Lee, Walter Meikle, Rosemary Murphy, Andrew Pollard and Anita Steven.

2:2 Legal Structure The constitution was approved at the AGM in March 2014, and has been undergoing further revision. Trustees "have and must accept 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."

2:3 Belmont Community Association is a registered charity (Charity Commission reference 520726).

2:4 Staff The Community Development Manager of BCA is Sue Smith, assisted by reception staff Beth Robson, Ryan Marshall, Carl Simmons and Jacquie Miller. Erica Denholm is the World War 1 Project Officer.

The staff team attend to the everyday running of the Centre and school facilities, ensuring that the Association's affairs are handled in a smooth and efficient manner. The Association further benefits from the contribution of many individuals who offer their services freely on a voluntary basis.

2:5 Members A group registration scheme replaced individual memberships at the beginning of January 2014.

### 3 BCA in 2016



3:1 Belmont Community Association was awarded the Hallmark Level 3 and is one of only seven centres in Durham County to have achieved that level, the highest level available.

*"Following on from their Hallmark 1 and 2 assessments, we continue to be very impressed with Belmont Community Association; carrying out this assessment allowed us to appreciate the hard work and dedication that goes into ensuring this is a viable facility which involves all the local community.*

*The centre's communication methods are excellent; they are varied to ensure all of the local community has the opportunity to access information and are of a very high standard.*

*There are comprehensive policies and procedures in place which are continually reviewed. The centre itself is very welcoming and accessible to users; there are good procedures in place to welcome new committee members and hiring analysis has allowed the centre to be occupied the majority of the time.*

*The Community Development Manager and committee members are pro-active, continually keeping the building updated and attracting new user groups.*

*We are therefore delighted to award Belmont Community Association the Hallmark Level 3 accreditation and would like to commend all staff and committee members for their on-going commitment and enthusiasm towards the Hallmark process. We fully appreciate the work put into this assessment and for the preparation of the paperwork for this and all the assessments."*



3:2 Work was carried out to modernise washroom facilities. Toilets, urinals and washbasins were replaced, and soap dispensers and electric hand dryers were installed, a longstanding leakage rectified, and new tiling put into place.

3:3 Future improvements to the Community Centre are to include a new, larger kitchen. This will involve the removal of old storage facilities in the sports hall, the space being added to the kitchen. A new access will be from the reception area. Facilities will be made available for those not requiring full kitchen facilities (tea & coffee making &c).

3:4 With effect from September 1st 2016 the cost of hiring facilities was raised. This was the first increase in charges since September 2014.

#### 4 Hire Charges (effective from September 1st 2016)

*Any non-routine requests are to be referred to the Community Development Manager.*

Belmont Community Centre	£ per hour		
	Regular	Casual	Commercial
Room	£11	£14	£21
Hall	£15	£22	£27
Kitchen	£8	£8	£10
Badminton Court	£13	£16	£16

#### **Notes:**

- 1 *A cleaning fee of £50 applies to dog shows and £30 to other groups where appropriate. This does not relieve groups of the responsibility to clean up after their function.*
- 2 *A registration fee of £25 per calendar year is due from each user group on January 1st in order to qualify for regular user rates.*
- 3 *A full day rate for room hire is available - £65 for regular users, £85 for casual users and £200 for commercial users.*
- 4 *Full centre hire is available - £200 for casual users and £250 for commercial users.*

Belmont School	£ per hour		
	Regular	Casual	Commercial
Sports Hall	£27	£32	£37

Gymnasium	£16	£21	£26
Astroturf (including use of floodlights)	£37	£42	£63
Badminton Court	£13	£16	£21
Football Pitch	£17	£20	£22
Classroom	£12	£15	£20
Car park (by special arrangement)	£12		

**Notes:**

1 A registration fee of £25 per calendar year is due from each user group on January 1st in order to qualify for regular user rates.

2 Football pitch hire for a full season is £680, based on 20 matches at 2 hours each, plus £12 per hour for training sessions. A discount is available where payments are made in advance (£630) or where arranged monthly payments are made (£90 x 7 months).  
If two teams from the same club play at the same time the combined season charge is £1,000.

**5 Hours of use of facilities 2014 - 2016**

**School** (maximum hours possible per month - 160)

In 2016 hours of use at Belmont School totalled 2,102 (+46% on previous year)

In 2015 hours of use at Belmont School totalled 1,430

In 2014 hours of use at Belmont School totalled 1,397

	<b>Sports Hall</b>				<b>Gymnasium</b>		
	<u>2016</u>	<u>2015</u>	<u>2014</u>		<u>2016</u>	<u>2015</u>	<u>2014</u>
January	106	83	70	January	73	26	20
February	121	100	57	February	64	19	18
March	91	84	100	March	64	22	38
April	66	71	64	April	56	30	21
May	40	73	64	May	59	38	27
June	52	102	60	June	52	30	20
July	32	0*	12	July	58	26	19
August	44	0*	64	August	64	21	8
September	75	75	75	September	58	39	26
October	116	99	85	October	58	39	24
November	111	96	104	November	63	65	16
December	34	14	28	December	50	26	12
<b>Total</b>	<b>886</b>	<b>795</b>	<b>781</b>	<b>Total</b>	<b>718</b>	<b>377</b>	<b>248</b>

\* *Closed for refurbishment*

	<b>Astroturf</b>				<b>Outdoor Pitches</b>		
	<u>2016</u>	<u>2015</u>	<u>2014</u>		<u>2016</u>	<u>2015</u>	<u>2014</u>
January	17	17	21	January	21	7	15
February	22	16	30	February	3	15	6
March	16	16	31	March	6	6	15
April	16	21	23	April	6	10	8
May	12	15	24	May	11	7	7
June	13	16	16	June	47	0	4
July	7	20	24	July	38	0	3
August	9	14	11	August	46	0	5
September	16	12	23	September	59	9	23
October	31	16	22	October	26	19	9
November	36	6	19	November	22	13	16
December	14	6	10	December	5	0	4
<b>Total</b>	<b>209</b>	<b>174</b>	<b>254</b>	<b>Total</b>	<b>290</b>	<b>84</b>	<b>114</b>



**Community Centre (maximum hours possible per month - 336)**

In 2016 hours of use at the Community Centre totalled 2869 (-0.35% on previous year)

In 2015 hours of use at the Community Centre totalled 2879

In 2014 hours of use at the Community Centre totalled 2730

	<b>Hall</b>				<b>Room 1</b>		
	<u>2016</u>	<u>2015</u>	<u>2014</u>		<u>2016</u>	<u>2015</u>	<u>2014</u>
January	77	101	64	January	30	56	40
February	83	99	74	February	39	83	50
March	94	94	82	March	51	73	56
April	91	58	78	April	52	42	35
May	89	57	59	May	44	27	33
June	111	68	106	June	42	36	58
July	83	87	89	July	34	45	58
August	88	53	90	August	31	25	34
September	89	65	82	September	44	54	33
October	93	91	116	October	44	64	68
November	95	102	89	November	34	52	49
December	78	66	73	December	26	33	30
<b>Total</b>	<b>1068</b>	<b>940</b>	<b>1001</b>	<b>Total</b>	<b>470</b>	<b>588</b>	<b>543</b>

	<b>Room 2</b>				<b>Room 3</b>		
	<u>2016</u>	<u>2015</u>	<u>2014</u>		<u>2016</u>	<u>2015</u>	<u>2014</u>
January	68	63	65	January	48	56	73
February	66	65	48	February	57	83	23
March	68	80	51	March	31	81	53
April	73	14	40	April	35	28	33
May	85	43	35	May	44	32	17
June	68	39	64	June	61	37	112
July	58	54	73	July	45	31	85
August	52	23	34	August	40	30	11
September	77	75	53	September	40	38	26
October	88	88	77	October	32	80	15
November	82	106	78	November	52	84	31
December	48	74	57	December	14	53	33
<b>Total</b>	<b>832</b>	<b>722</b>	<b>675</b>	<b>Total</b>	<b>499</b>	<b>629</b>	<b>511</b>

**6 Groups using BCA facilities in 2016:**

**Community Centre**

Aikido	Baby and Toddlers
Belly Dancing	Belmont Bowling Club
Blood Donors	Boccia
CnS (Children's activities)	BPC
Cruse Bereavement Care	Nouveau Fitness Pilates & Fitsteps
Haywood (Dance)	Durham Friendship
Dog Shows (7) + Committee Meetings	
Working & Pastoral	
NE Irish Setters	
North and South Shields Canine Society	
Northern Border Terriers	
Beagles	
Soft coated Wheaten Terriers	
Boxers	
Kennel Club Good Citizen Dog scheme training course	
Fostering People (public meeting)	
DCC Consultative public city planning meeting	
DCC Hearing impaired children's parties	
DCC Cyclist training "Bikeability"	DCC English class (mixed ethnicity)
One Point public meeting	DCA meetings
Probation Service meeting	Lifeline Project Course
Lpm online housing group meeting	Durham Bahai Community meeting
Murton Colliery Band	Private parties
Innovations	Family History NDFHS
MSOA Boccia Centre (moved from Gilesgate)	Flower Arranging
French (currently not operating due to tutor's operation)	
Kick Boxing (sessions halved due to falling numbers)	
Labour Party	Table Tennis
Karate (Simon Weaver)	Private lesson
Cheesy Waffles Youth Project	Wider World Project
St. Anne's occasional training courses	Taekwondo
Tai Chi	
Dunelm 3A Philosophy	Dunelm 3A Wine Tasting
Dunelm 3A Committee meetings	Dunelm 3A Quiz
WW1 Project steering group	Vikings
Wing chun	Northern Lights Dance
Oaklea Trust	Orchard Care

Badminton	Metafit
	Michelle Douglas Allison-Upcycling Furniture course
NE Skipping	Zumba
Yoga (ended December)	Durham Community Boxing
Kalma Baby	Wellbeing for Life
	Strawberry Photography (occasional bookings)
Chat and Craft	Arabic school

**7 Groups using BCA facilities in 2016:**

**Belmont School**

Durham Musical Theatre Company	Slimming World
Zumba	Smith Football
Philips Football	Kirkup Football
Land Registry Football	Appleby Football
Young Football	Fast Feet Football
Quidditch	Go Kart parties
Jane Corrigan Karate	Steven Beresford Karate
Kings Church	Phoenix Fencing
St. Giles' Archery	Durham City AFC meetings
Durham City AFC training	Saudi Club (Badminton, football)
Durham City AFC matches (U18, U16 and Reserve teams)	
Badminton England	Durham County Badminton
University Badminton	Swifts Badminton
Mark Badminton	South Durham Boys
Durham County U14, U13, U12, U11	Durham County U18 Girls
Durham Utd	Durham County Colts
Lumley Ladies	Soccarena
WEA Spanish (2 classes)	

**BELMONT COMMUNITY ASSOCIATION****Income and Expenditure Account**

Year to 31 December 2016

	2016		2015	
<b><u>INCOMING RESOURCES</u></b>				
Centre:				
Lettings	31,675.46		24,959.32	
Craft Fayres	0.00		508.00	
Parish Council office rent, hirings & re-charges	<u>4,337.58</u>	36,013.04	<u>4,070.53</u>	29,537.85
School:				
Unallocated	343.66		465.00	
School - Classroom	470.00		0.00	
School - Car Park	266.00		0.00	
School - Astroturf	6,438.05		6,011.70	
School - Sports Hall	19,161.75		15,661.12	
School - Gym	10,952.00		4,158.20	
School - Field	<u>4,664.00</u>	42,295.46	<u>1,715.75</u>	28,011.77
Membership fees:				
Centre	630.00		645.00	
School	<u>800.00</u>	1,430.00	<u>620.00</u>	1,265.00
Grants (see Note 7)		15,000.00		2,500.00
Bank interest		694.45		597.27
Misc		1,045.70		1,920.87
Drinks		<u>272.51</u>		<u>206.44</u>
<b>TOTAL INCOMING RESOURCES</b>		<b>96,751.16</b>		<b>64,039.20</b>
<b><u>EXPENDITURE</u></b>				
Wages	27,003.12		31,244.20	
Cleaning contract	3,433.55		1,926.35	
Heating and Lighting	4,125.22		2,959.98	
Water Rates	542.50		455.31	
Refuse collection	279.00		225.00	
Cleaning Materials	682.51		1,252.89	
Maintenance	3,114.88		11,945.71	
Washroom modernisation	22,548.59		0.00	
Kitchen modernisation	133.54		0.00	
Alarms and Shutters	1,050.60		519.60	
Telephone	511.25		545.40	
Printing, Postage & Stationery	582.76		409.22	
Insurance	2,180.70		2,063.44	
Shared Use (Belmont Community School)	19,567.00		11,575.00	
Audit fee	125.00		125.00	

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Drinks	126.79	63.70
Sundries	658.86	585.07
Music Licence	599.02	652.73
Depreciation (see Note 2)	786.75	492.47
Business Rates	0.00	0.00
<b>TOTAL EXPENDITURE</b>	<u>88,051.64</u>	<u>67,041.07</u>
 <b>NET INCOMING RESOURCES FOR YEAR</b>	 8,699.52	 -3,001.87
 <b>TOTAL INCOMING RESOURCES BROUGHT FORWARD</b>	 747,954.88	 714,522.29
 <b>REVALUATION OF COMMUNITY CENTRE</b>	 21,865.00	 30,823.00
 <b>TRANSFER TO RESERVES (see Note 3)</b>	 964.00	 11,445.00
 <b>Less: TRANSFER FROM RESERVES (see Note 3)</b>	 0.00	 10,000.00
 <b>"THEIR WAR, OUR HISTORY" PROJECT (see below)</b>	 4,975.10	 4,166.46
 <b>"IT'S UP TO YOU"</b>	 1,405.06	 0.00
 <b>GROW PROJECT</b>	 2,541.09	 0.00
 <b>TOTAL INCOMING RESOURCES AT 31 DECEMBER 2016</b>	 <u><u>788,404.65</u></u>	 <u><u>747,954.88</u></u>

**BELMONT COMMUNITY ASSOCIATION**  
**"THEIR WAR, OUR HISTORY PROJECT" (RESRICTED FUND)**  
**Income and Expenditure Account**

	Year to 31 December 2016	
	<b>2016</b>	<b>2015</b>
<b><u>INCOMING RESOURCES</u></b>		
Grants	10,000.00	15,000.00
Events	<u>209.25</u>	<u>238.88</u>
<b>TOTAL INCOMING RESOURCES</b>	<b>10,209.25</b>	<b>15,238.88</b>
<b><u>EXPENDITURE</u></b>		
Office Accommodation	82.00	2,135.00
Management Fee	500.00	1,000.00
Wages	1,748.48	6,355.16
Administration	28.56	213.72
Events:		
Beamish Visit	497.00	0.00
Senior Citizens' Tea Party	30.00	0.00
Chat 'n Craft	50.00	0.00
Sage performance	75.00	0.00
Primary Days	0.00	284.13
Parish Hall Theatre performance	76.50	0.00
Somme event	377.65	0.00
Communmity Engagement	1,261.00	0.00
Cookery Project (HLF)	421.14	0.00
Remembrance (HLF)	85.96	0.00
Great War Baking	0.00	39.75
Would Ye Gan	0.00	370.74
Library book launch	0.00	295.56
Tanfield Railway visit	0.00	182.00
Miscellaneous	0.86	196.36
<b>TOTAL EXPENDITURE</b>	<b><u>5,234.15</u></b>	<b><u>11,072.42</u></b>
<b>NET INCOMING RESOURCES FOR YEAR</b>	<b>4,975.10</b>	<b>4,166.46</b>
<b>TOTAL INCOMING RESOURCES BROUGHT FORWARD</b>	<b>10,391.77</b>	<b>6,225.31</b>
<b>TOTAL INCOMING RESOURCES AT 31 DECEMBER 2016</b>	<b><u><u>15,366.87</u></u></b>	<b><u><u>10,391.77</u></u></b>

**BELMONT COMMUNITY ASSOCIATION  
"IT'S UP TO YOU" (RESRICTED FUND)  
Income and Expenditure Account**

Year to 31 December 2016

**2016**

**INCOMING RESOURCES**

Grant	2,452.20	
<b>TOTAL INCOMING RESOURCES</b>		<b>2,452.20</b>

**EXPENDITURE**

Depreciation	<u>1,047.14</u>	
<b>TOTAL EXPENDITURE</b>		<b>1,047.14</b>

<b>NET INCOMING RESOURCES FOR YEAR</b>		<b><u><u>1,405.06</u></u></b>
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**BELMONT COMMUNITY ASSOCIATION  
GROW PROJECT (RESRICTED FUND)  
Income and Expenditure Account**

Year to 31 December 2016

**2016**

**INCOMING RESOURCES**

Grant	3,000.00	
<b>TOTAL INCOMING RESOURCES</b>		<b>3,000.00</b>

**EXPENDITURE**

Miscellaneous	<u>458.91</u>	
<b>TOTAL EXPENDITURE</b>		<b>458.91</b>

<b>NET INCOMING RESOURCES FOR YEAR</b>		<b><u><u>2,541.09</u></u></b>
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**BELMONT COMMUNITY ASSOCIATION****Balance Sheet At 31 December 2016**

	2016	2015
<b>FIXED ASSETS (see Note 2):</b>		
Property	687,688.00	665,823.00
Furniture & Equipment	<u>0.00</u>	<u>0.00</u>
	687,688.00	665,823.00
<b>CURRENT ASSETS</b>		
Cash in hand	225.00	314.81
<b>Bank Accounts (see Note 4):</b>		
Tracker account	639.24	638.92
Deposit Notice Account	40,886.98	40,382.20
Variable interest Deposit Account	21,825.43	21,636.08
Current Account	52,987.90	24,592.34
Less unpresented cheques	0.00	50.87
Debtors (see Note 5)	0.00	2,500.00
Add pre-payment (see Note 6)	<u>2,234.10</u>	<u>2,180.70</u>
	118,798.65	92,194.18
<b>CURRENT LIABILITIES</b>		
Creditors (see Note 5)	18,082.00	10,062.30
<b>NET CURRENT ASSETS</b>	<u>100,716.65</u>	<u>82,131.88</u>
<b>TOTAL NET ASSETS</b>	<u><u>788,404.65</u></u>	<u><u>747,954.88</u></u>
<b>REPRESENTED BY</b>		
Capital Fund	687,688.00	665,823.00
<b>Restricted Funds (see Note 3):</b>		
Roof replacement reserve	26,000.00	26,000.00
External Building Repairs	10,500.00	10,500.00
Astroturf reserve	3,909.00	2,945.00
Centre Improvement Fund	10,000.00	10,000.00
Grow Project	2,541.09	0.00
"It's Up to You"	1,405.06	0.00
"Their War our History" Project	15,366.87	10,391.77
Income Reserves	<u>30,994.63</u>	<u>22,295.11</u>
<b>TOTAL FUNDS</b>	<u><u>788,404.65</u></u>	<u><u>747,954.88</u></u>



**BELMONT COMMUNITY ASSOCIATION**  
**Charity No 520726**

**Notes to the Accounts**  
**Year to 31 December 2016**

**1. ACCOUNTING POLICIES**

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting for Charities.

**2. FIXED ASSETS**

**Land and Buildings** – Expenditure on the Community Centre has been capitalised as follows:

Brought forward	665,823
Revaluation revision	21,865
Depreciation charge for year	Nil
Per Balance Sheet	<u>687,688</u>

(Trustees are aware that the open market value of the building at the present time is “nil” and the amount shown on the balance sheet is a reflection of the re-building cost)

**Furniture and Equipment:**

Brought forward	0.00
Additions in year:	
Laptop	476.08
Safe	130.80
Cigarette bin	29.88
Table tennis table	149.99
Folding tables	155.94
Folding chairs	568.08
Trolley	<u>323.12</u>
Total to date	1,833.89

Depreciation charge for year	1,833.89
Per Balance Sheet	<u>Nil</u>

**3. RESTRICTED FUNDS**

The Trustees agreed to make changes to the level of Reserves during the year, through a transfer from Income Reserves to Restricted Funds:

Roof Replacement b/f	26,000
Added during the year	<u>0,000</u>
	<u>26,000</u>
External Building Repairs b/f	10,500
Added during the year	<u>0,000</u>
	<u>10,500</u>
Astroturf Replacement b/f	2,945
Added during the year	<u>0,964</u>
	<u>3,909</u>
Centre Improvement Fund b/f	10.000
Added during the year	<u>0.000</u>
Remaining at the year-end	<u>10,000</u>

**Ring Fenced grants**

Grow Project (Baily Thomas) b/f	0.000
Received during the year	3,000
Used during year	<u>0.459</u>
Remaining at the year-end	<u>2,541</u>

“It’s Up to You” b/f	0.000
Received during the year	2,452
Used during year	<u>1,047</u>
Remaining at the year-end	<u>1,405</u>

**Project Fund**

“Their War our History” b/f	10,391
Added during the year	<u>4,975</u>
Remaining at the year-end	<u>15,366</u>

**4. CAPITAL**

No new capital was introduced. A variable interest Virgin Money Charity Deposit Notice Account and a Virgin Variable Deposit Account are held to maximise the interest on money held in reserves, whilst ensuring that sufficient funds are available on demand. Other accounts held are Barclays Community Account for day to day transactions and a Barclays Business Premium Account.

**5. CREDITORS AND DEBTORS**

A sum of £18,082 was due to Belmont Community School, in accordance with a shared use agreement.

**6. PRE-PAYMENTS**

A sum of £2,234.10 was paid in advance to Barrie of Durham, in respect of insurance premiums for the period 1 January – 31 December 2017.

**7. GRANTS**

Total grant income of £30,452.20 was received. £2,452.20 was awarded by Durham County Council through the “It’s Up to You” competition for furniture renewal. Baily Thomas contributed £3,000 towards the “Grow” Project. A grant of £15,000 was received from the Neighbourhood budget of County Councillors towards modernisation of the Community Centre washrooms.

The Heritage Lottery Fund contributed £8,000 and Durham County Council contributed £2,000 from its Community Engagement Fund for the World War 1 project “Their War, Our History”.

**8. INSURANCE**

A storage container was insured in the sum of £1,890 at no additional cost.

**9. PAYROLL**

Durham County Council is engaged as our Payroll Bureau and submits all HMRC returns and makes appropriate payments under a Service Level Agreement. BCA's staging date for automatic enrolment in a workplace pension was 1 July 2016. All staff received a letter advising them of their right to join a workplace pension, even though BCA was not required to automatically enrol them, as they did not meet the criteria of earning £192 per week. No staff decided to join the Pension Scheme and a suitable declaration was made to the Pensions Regulator under the Pensions Act 2008.

**10. TRUSTEE REMUNERATION AND EXPENSES**

No remuneration or expenses was paid either directly or indirectly out of the funds of the Charity to any Trustee or any person or persons known to be connected with any Trustee during the year ended 31 December 2016.

**11. FINANCIAL COMMITMENTS**

The Trustees are confident that all financial obligations and commitments of Belmont Community Association can be met.

**12. INDEPENDENT EXAMINER**

Fees of £125 were paid to Mr T J Hardman in his position as independent examiner of the Charity's accounts.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE BELMONT COMMUNITY ASSOCIATION, DURHAM**

I report on the accounts of the Belmont Community Association for the year ended 31 December 2016 which are as set out on the attached pages.

**Respective Responsibilities of Trustees and Examiner**

The Charities Trustees are responsible for the preparation of the accounts. The Charities 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 needed.

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 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 as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**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:
- to keep accounting records in accordance with section 130 of the 2011 Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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 reached.

TJ Hardman  
CTA  
21 February 2017