

**THE FRIENDS OF SUMMERHILL LIMITED**  
( a company limited by guarantee )

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE PERIOD 22 DECEMBER 2010**  
**TO 31 MARCH 2012**

**Company registration number 07476591**  
**Charity registration number 1140081**

**THE FRIENDS OF SUMMERHILL LIMITED**  
**(a company limited by guarantee)**

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**THE FRIENDS OF SUMMERHILL LIMITED**  
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**Members of the Board and Professional Advisers**

**Registered Charity Number** 1140081

**Company Number** 07476591

**Trustees/Directors**

Dr Dow Smith (Chair)	(appointed 11 <sup>th</sup> October 2011)
Caroline Gant	(appointed 22 <sup>nd</sup> December 2010)
Carla Walker Farmer	(appointed 11 <sup>th</sup> October 2011)
Lionel Joyce OBE, CBE	(appointed 22 <sup>nd</sup> December 2010)
Laura Foster	(appointed 14 <sup>th</sup> February 2012)
Paul Miskin	(appointed 22 <sup>nd</sup> December 2010)

**Previous Trustees**

Graham Farmer-	(appointed 22 <sup>nd</sup> December 2010, resigned 11 <sup>th</sup> October 2011)
Phil Ewart	(appointed 22 <sup>nd</sup> December 2010, resigned 11 <sup>th</sup> October 2011)
Dr Julian Bromly	(appointed 22 <sup>nd</sup> December 2010, resigned 11th October 2011)
Andrew Griffith	(appointed 22 <sup>nd</sup> December 2010, resigned 11th October 2011)
Hugh Stolliday	(appointed 22 <sup>nd</sup> December 2010, resigned 1st November 2011)

**Development Manager** Hugh Stolliday (appointed December 2011)

**Principal/Registered Office** Summerhill Bowling Club  
Winchester Terrace  
Newcastle Upon Tyne  
NE4 6EH

**Examiners**

Ellison Services  
MEA House  
Ellison Place  
Newcastle Upon Tyne  
NE1 8XS

**Bankers**

The Co-operative Bank  
Norfolk House  
84-86 Grey Street  
Newcastle Upon Tyne

**Solicitors**

Dickinson Dees LLP  
St Ann's Wharf  
112 Quayside  
Newcastle Upon Tyne  
NE1 3DX

**THE FRIENDS OF SUMMERHILL LIMITED**  
**(a company limited by guarantee)**

**Trustees' Report**  
**For the Period 22 December 2010 to 31 March 2012**

The trustees have pleasure in presenting their report and the financial statements of the charity for the period 22 December 2010 to 31 March 2012.

**Structure, Governance and Management**

**Governing Documents**

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1. At 31<sup>st</sup> March 2012 there were 189 members, 6 of whom are trustees.

**Method of Recruitment of Trustees**

Trustees are nominated and elected at the AGM (held in October). At each AGM, at least 1/3 of trustees must stand down, though they can stand for re-election. 1 further trustee may be recruited by the existing trustees without having to be elected, by recommendation to meet specific needs in the organisation for specialist expertise, business skills and professional standing within relevant fields.

**Induction and Training of Trustees**

New Trustees and Advisory Group members are individually inducted by the Development Manager. The Development Manager is accountable to the Trustees for the day-to-day running of the organisation.

**Risk Management**

As part of the risk management process, the trustees have implemented a risk management strategy which comprises:

- An annual review of the risks the charity may face
- Detailed action plans to mitigate those risks identified
- The implementation of procedures designed to minimise any potential impact on the charity should any of those risks arise.

**Objectives and Activities**

The Charity's objects are specifically restricted to the following:

1) To promote any charitable purpose for the benefit of the community in Newcastle upon Tyne and the surrounding areas (the area of benefit) particularly but not exclusively by advancing education, promoting the protection and preservation of good health and relieving poverty, distress and sickness.

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**Trustees' Report (continued)**

**For the Period 22 December 2010 to 31 March 2012**

2) In furtherance of these objects but not otherwise, the Trustees shall have the power to establish or secure the establishment of community facilities and centre in and around Summerhill pavilion, park and greens and to maintain and manage the same.

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit when reviewing the Friends of Summerhill Limited aims and objectives and in planning the future activities. In particular, the trustees considered how planned activities would contribute to the aims and objectives they had set.

**Achievements and Performance**

It's amazing what can be achieved in just over a year with determination, energy and a shared vision.

On 13th September 2010, a large group of Summerhill residents met in the Bowling clubhouse to consider the shockingly unexpected, imminent closure and sale of Summerhill Bowling Club. This historic site – a fine pavilion, two championship-scale bowling greens and additional open land, together with the friendly bowlers who would arrive without fail each spring – had been at the heart of our community for the best part of a century. And this was not just any community – we were guardians of something special: one of Newcastle upon Tyne's most cherished conservation areas, an inner city square boasting some of the most beautiful town houses in the region on the doorstep of one of the city's most deprived areas.

So here we are, it's April 2012, and we are undeniably proud to be able to say the Friends have achieved extraordinary things since that first meeting just eighteen months ago.

To reach this point has taken effort, team-work and the belief we were doing the right thing. At the outset, all we had was an informal residents' group and some e-mail addresses. Serendipitously, in the way these things happen, a Steering Group emerged from that first meeting, self-selecting and supported by the majority. Tasks were shared out according to skills and experience and within weeks a draft Constitution was written, we'd opened negotiations with the Bowling Club and their agents for transfer of the site, and begun talks with Newcastle City Council. A lively social event was organized for 13th November to sign up Members – we now have around 200 – and by then we were well and truly on our way.

As 2010 progressed 'Friends of Summerhill' was formally established as a Company Limited by Guarantee. Charitable status followed (essential for the acquisition of the Bowling Club and its accompanying, strict protective covenants) and, finally, the

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**Trustees' Report (continued)**

**For the Period 22 December 2010 to 31 March 2012**

transfer of the site to our ownership in March 2011. To maintain momentum, Steering Group Members, with approval of the wider Membership, transmuted into Trustees/Board Members with the accompanying responsibilities (on the understanding they would all resign at the first AGM).

In parallel with this, other work was underway. We now owned 1.5 acres of prime city centre land and a pavilion, all of which were in urgent need of repair and attention. Money (in our new bank account) to deal with our new responsibilities was essential, also strategies for development of the site and its future management and use. Priority was given to consultation with local residents; our two primary schools; and groups/organisations with particular needs such as Cyrenians and young families. A door-to-door consultation with independent consultants was supported by a Ward grant whilst other research was led by Northern Architecture, funded by Awards for All (National Lottery). Northern Architecture's work with primary schoolchildren from Our Lady & St. Anne's, and St. Paul's was particularly inspiring. From the wide-ranging participants there were calls for community allotments, an orchard, green playing areas for schools, and a wildlife garden. There was also a wish to retain one green for future bowling and other community sports/leisure activity.

During the spring it became clear a formal management structure and strategy was needed – otherwise there was a risk of drifting along. This was never going to be easy. We knew there would be mixed opinions about the future running of the site and wanted to enable, as far as possible, the widest range of voices and views to be heard. To get moving in 2010, a Steering Group had seemed the obvious option. But for the future, a less 'hands-on' Board would be required, with volunteer groups taking on more of the action and creative thinking. Chaired by Ann Schofield, a Board Away-day was held at Newcastle University (courtesy of The School of Architecture) which resulted in a new Management structure, including a 'co-ordinator' or 'manager' post which would connect Volunteer Groups to a governance-focused Board.

Meanwhile, a capital grant, also from Westgate Ward, enabled us to make plans for the former clubhouse which would bring it up to a good standard for community use and start to generate much-needed income from external rentals. With generous help from local architects, Ainsworth Spark Associates, Phase 1 of renovation works is now complete and we are owners of a community centre of which we can be proud.

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**Trustees' Report (continued)**

**For the Period 22 December 2010 to 31 March 2012**

In October 2011, we were delighted to hear that Newcastle City Council and The Sir James Knott Trust had agreed to fund a part-time development manager post, and in December 2011, Hugh Stolliday took up the post.

Since then our focus has been on generating activity and income for the pavilion and greens; groups now using the space regularly include an ante-natal class as well as swing and tango dance classes.

Separate but not unconnected, Summerhill Park has also been on our minds. The Friends exist not just to protect and develop the former Club site, but we're also determined to support improvements to the adjacent Summerhill Park; together the two open spaces form a wonderful green lung in the centre of this city-centre conservation area.

Our website has been launched, we have a presence on twitter, facebook and flickr, and in November a permanent premises licence was granted to ensure regular hiring of the clubhouse for parties and events.

For the future, fundraising is continuing for Phase 2 of the clubhouse and site – there is a huge amount of work to be done and we have to be realistic that it will take time to deliver our dreams. There are also immediate and urgent repairs to be made to the kitchen and stage areas for which fundraising is also underway.

As these accounts are published, we find ourselves in a relatively sound financial position though we don't have the resources to undertake the extensive renovations and improvements that are required; nor do we have substantial reserves. However, we have shown over the last few months that there is strong demand to use our facilities and we are earning an increasing percentage of our income from bookings and private hires. If we are to be sustainable, our vision for the future of the Bowling Club site will only be achieved through the willingness and commitment of the Membership to be involved in some way, appropriate to personal circumstances. We trust that with their support we can take Friends of Summerhill to new heights in 2012/13 to the benefit of us all, our extended community and our city.

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**Trustees' Report (continued)**

**For the Period 22 December 2010 to 31 March 2012**

Financial Review

The Friends of Summerhill's reserves policy is to aim to maintain sufficient levels of reserves to enable operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy is reviewed annually by Trustees.

The financial viability of the Charity is dependent upon the ability to secure the forecast levels of voluntary income and income earned under contracts for services (hall hire, parking etc).

The Trustees have assessed the financial position of the Charity for the period to 31<sup>st</sup> March 2012 based on known levels of funding and reasonable assumptions of future funding and are forecasting that the charity will be in surplus at 31<sup>st</sup> March 2013.



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**Trustees' Report (continued)**  
**For the Period 22 December 2010 to 31 March 2012**

**Statement of Trustee Responsibilities**

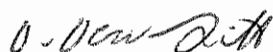
The trustees, who are also directors for the purposes of the Companies Act, are also responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure of the charity for the year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on ~~25.04.12~~ and signed on their behalf by:



**Dr Dow Smith**  
**Chair**

**THE FRIENDS OF SUMMERHILL LIMITED**  
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**Independent examiners report to the trustees' of**  
**The Friends of Summerhill Limited**  
**for the period 22 December 2010 to 31 March 2012**

I report on the financial statements of The Friends of Summerhill Limited for the period 22 December 2010 to 31 March 2012 set out on pages 9 to 15.

**Respective responsibilities of trustees and examiner**

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the period under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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 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 Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

*G. Lyall* 1.5.2012

G Lyall  
Ellison Services Limited  
MEA House  
Ellison Place  
Newcastle upon Tyne

**THE FRIENDS OF SUMMERHILL LIMITED**  
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**Statement of Financial Activities**  
For the Period 22 December 2010 to 31 March 2012

	Notes	Unrestricted funds £	Restricted funds £	Total 2012 £
<b><u>Incoming resources</u></b>				
<b>Incoming resources from generated funds</b>				
Voluntary Income		7,482	-	7,482
Activities for generating funds		6,075	-	6,075
Investment income	2	72	-	72
<b>Incoming resources from charitable activities</b>				
Grants	3	-	77,758	77,758
Memberships		219	-	219
Other incoming resources		651	-	651
<b>Total incoming resources</b>		<b>14,499</b>	<b>77,758</b>	<b>92,257</b>
<b><u>Resources expended</u></b>				
<b>Cost of generating funds</b>	4	1,751	-	1,751
<b>Charitable activities</b>	4	8,247	12,350	20,597
<b>Governance costs</b>	4	933	-	933
<b>Total resources expended</b>		<b>10,931</b>	<b>12,350</b>	<b>23,281</b>
<b>Net incoming resources</b>		<b>3,568</b>	<b>65,408</b>	<b>68,976</b>
<b>Transfers</b>		<b>54,096</b>	<b>-54,096</b>	<b>-</b>
<b>Net movement in funds</b>		<b>57,664</b>	<b>11,312</b>	<b>68,976</b>
<b>Fund balances carried forward at 31st March 2012</b>		<b>57,664</b>	<b>11,312</b>	<b>68,976</b>

**THE FRIENDS OF SUMMERHILL LIMITED**  
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**Balance sheet**  
As at 31 March 2012

		2012	
	Notes	£	£
<b>Fixed assets</b>			
Tangible fixed assets	7		52,679
<b>Current assets</b>			
Debtors	8	1,510	
Cash at bank and in hand		<u>16,940</u>	
		18,450	
<b>Creditors: amounts falling due within one year</b>	9	2,153	
<b>Net current assets</b>			16,297
<b>Total assets less current liabilities</b>			<u><u>68,976</u></u>
<b>Funds</b>			
<b>Unrestricted Funds</b>			
General unrestricted	10		5,679
Designated funds	10		<u>51,985</u>
			57,664
<b>Restricted Funds</b>	10		11,312
			<u><u>68,976</u></u>

The trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

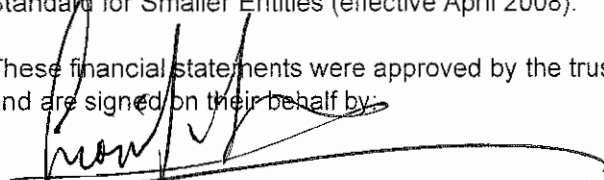
The Trustees acknowledge their responsibilities for:

- (i) ensuring that the charitable company keeps proper accounting records which comply with section 380 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its surplus or deficit for the financial year in accordance with the requirements of the Act relating to financial statements so far as applicable to the charitable company.

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

These financial statements were approved by the trustees on  
and are signed on their behalf by:

20/4/12.

  
Lionel Joyce OBE CBE

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**Notes to the accounts**

**For the Period 22 December 2010 to 31 March 2012**

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**1 Accounting policies**

**1.1 Basis of preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the special provisions of Part 15 of the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005).

**1.2 Incoming resources**

**Voluntary Income**

Voluntary income received by way of donations, legacies and gifts to the charity is included in the Statement of Financial Activities when received.

**Activities for Generating Funds**

Income derived from hiring the premises and organising events is included in the accounts when receivable.

**Investment Income**

Investment income is accounted for when receivable and includes the related tax recoverable.

**Grants Receivable**

Grants receivable are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are deferred.

**1.3 Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories.

**1.4 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Alterations to freehold property - straight line over 25 years  
Equipment - straight line over 5 years

**1.5 Fund Accounting**

Funds held by the Charity are either:

Unrestricted General funds - Funds which can be used in accordance with the charitable objects at the discretion of the trustees. Designated unrestricted funds are funds allocated by the trustees for a particular purpose.

Restricted funds - funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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Notes to the accounts  
For the Period 22 December 2010 to 31 March 2012

2 Investment Income

	2012
	£
Interest receivable	<u>72</u>

3 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2012 £
<b>Grants</b>			
Newcastle City Council	-	64,596	64,596
Big Lottery Fund Grant	-	9,162	9,162
Sir James Knott Trust	-	4,000	4,000
	<u>-</u>	<u>77,758</u>	<u>77,758</u>

4 Total resources expended

Costs of generating funds

Event Costs	<u>1,751</u>	-	<u>1,751</u>
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Charitable activity costs

Consultancy Fees and development manager	-	12,088	12,088
Training	120	-	120
Repairs and maintenance	1,277	-	1,277
Insurance	940	-	940
Utilities	1,868	-	1,868
Rates	109	-	109
Room hire	50	110	160
Publicity	211	-	211
licences	626	-	626
Printing and stationery	207	152	359
Miscellaneous	500	-	500
Depreciation	2,339	-	2,339
	<u>8,247</u>	<u>12,350</u>	<u>20,597</u>

Governance

Independent examination fee	620	-	620
Legal fees	313	-	313
	<u>933</u>	<u>-</u>	<u>933</u>

THE FRIENDS OF SUMMERHILL LIMITED  
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Notes to the accounts

For the Period 22 December 2010 to 31 March 2012

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5 Consultancy

During the period the organisation contracted with organisations and an individual to carry out specific work required.

This included a community consultation process for the use of the building as well as bringing in a manager to oversee the development. Total fees for the period amounted to £12,088.

6 Related parties

During the period reimbursements were made to trustees for expenditure incurred on behalf of the organisation.

This amounted to £ 679 and was reimbursement for goods and services purchased on behalf of the charity.

There were no further related party transactions during the period.

7 Tangible fixed assets

	Alterations to freehold Property £	Equipment £	Total £
Cost			
Additions	54,151	867	55,018
At 31st March 2012	<u>54,151</u>	<u>867</u>	<u>55,018</u>
Depreciation			
Charge for period	2,166	173	2,339
At 31st March 2012	<u>2,166</u>	<u>173</u>	<u>2,339</u>
Net book value			
at 31st March 2012	<u>51,985</u>	<u>694</u>	<u>52,679</u>

The ownership of the property and land at Summerhill Bowling Club was transferred to The Friends of Summerhill Limited on 31st March 2011 by Summerhill Bowling Club. There was no consideration involved for this transaction. The costs shown above as alterations to freehold property relate to refurbishment costs including planning and legal fees involved in bringing the property into a state of repair. There has been no valuation carried out of the premises for the purpose of these accounts and because of covenants in relation to the land and buildings, an open market valuation would be difficult to establish.

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**Notes to the accounts**

**For the Period 22 December 2010 to 31 March 2012**

**8 Debtors**

	2012 £
Prepayments	859
Accrued Income	651
	1,510

**9 Creditors: amounts falling due within one year**

	2012 £
Hire deposits	150
Accruals	2,003
	2,153

**10 Funds**

**Restricted Funds**

	Incoming resources £	Resources expended £	Transfers £	Closing funds 31st March 2012 £
Newcastle city council - westgate ward grant	4,096	-	-4,096	-
Big Lottery Fund Grant	9,162	9,162	-	-
Newcastle city council - Ward capital fund	50,000	-	-50,000	-
Sir James Knott Trust / Newcastle City Council - Development manager	14,500	3,188	-	11,312
	77,758	12,350	-54,096	11,312

During the period the organisation refurbished the newly owned building from Newcastle City Council Grants. The costs of refurbishment have been capitalised to be written off over a period of 25 years. As the expenditure on the refurbishments satisfied the restriction of the grant, the value of the works has been transferred to unrestricted funds as a designated fund and depreciation provided.

Newcastle City Council Westgate Ward Committee was a grant towards legal costs and consultation.

Big Lottery Fund Grant funded the community consultation process for the clubhouse.

Newcastle City Council Ward Capital Fund Grant was given towards the costs of refurbishing the building formerly Summerhill Bowling Club.

The Sir James Knott Trust and Newcastle City Council Contributed to the costs of a 1 year consultant development manager.



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Notes to the accounts  
For the Period 22 December 2010 to 31 March 2012

**10 Funds (continued)**

**Unrestricted Funds**

	Incoming resources £	Resources expended £	Transfers £	Closing funds 31st March 2012 £
General Unrestricted	14,499	8,765	-55	5,679
Designated - Value of Building				
Refurbishments	-	2,166	54,151	51,985
	<u>14,499</u>	<u>10,931</u>	<u>54,096</u>	<u>57,664</u>

**11 Analysis of net assets between funds**

	Unrestricted Funds £	Restricted Funds £	Total £
Fund balances at 31 March 2012 are represented by:			
Tangible fixed assets	52,679	-	52,679
Current assets	5,826	12,624	18,450
Creditors: amounts falling due within one year	-841	-1,312	-2,153
	<u>57,664</u>	<u>11,312</u>	<u>68,976</u>

**12 Company Limited by Guarantee**

The Company is limited by guarantee in that every member undertakes to contribute such amounts as may be required in the event of the company being wound-up, for the payments of debts, liabilities and the cost of the winding up not exceeding £1 per member.