PRUDHOE COMMUNITY PARTNERSHIP

(A company limited by guarantee and not having a share capital)

CHARITY NUMBER **1113927**

COMPANY NUMBER **5757621**

TRUSTEES REPORT AND
UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2011

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COMPANIES HOUSE

Seahouses Accountancy Services
62-64 Main Street
Seahouses
NE68 7TP

PRUDHOE COMMUNITY PARTNERSHIP

LEGAL AND ADMINISTRATIVE INFORMATION

Name of Charity	Prudhoe Community Partnership
Incorporation	The company was incorporated on 27 March 2006 and registered as a Charity on 26 April 2006
Registered Charity No	1113927
Registered Company No	5757621
Directors	Richard Benjamin Eileen Burt Anne Dale Ernest Dobson Andrew Eldridge Stephen Haywood Charles Hope Jill Keeler Tony Reid Sheila Robson Joan Russell Iain Shaw Kenneth Stow
Secretary	Yvonne Probert (Project Officer)
Registered Office	82 Front Street Prudhoe Northumberland NE42 5PU
Independent Examiner	Seahouses Accountancy Services 62-64 Main Street Seahouses NE68 7TP
Bankers	Unity Trust Bank plc Nine Brindleyplace Birmingham B1 2HB
Solicitors	Swinburne and Jackson LLP 7 Walker Terrace Gateshead Tyne & Wear NE8 1DH

PRUDHOE COMMUNITY PARTNERSHIP

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PRUDHOE COMMUNITY PARTNERSHIP

TRUSTEES REPORT FOR THE YEAR TO 31 MARCH 2011

Introduction

The Trustees present their report and the financial statements for the year ended 31 March 2011 The trustees have prepared the annual report and financial statements in accordance with the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005

Governance, Structure and Management

Prudhoe Community Partnership is a Charity and Company Limited by Guarantee The business of the Community Partnership is directed by a Management Committee of volunteers who are appointed and elected in the summer of every year at the Annual General Meeting At this meeting the Community Partnership also provides an Annual Report and Financial Accounts to the public

The Community Partnership comprises those persons elected or appointed at the Annual General Meeting (AGM) to the Management Committee together with those persons subsequently co-opted by that committee The trustees normally meet monthly in closed session with an open meeting at least twice a year Formally delegated sub committees and informal working groups are established to oversee particular fields of work Membership of these committees consists of trustees, volunteers and people who possess a specialist knowledge and enthusiasm for the subject

The Management Committee deals with strategic and project-based activities, four volunteers from the Management Committee (including the Chairman) meet more frequently as the Executive Committee to deal with staffing and financial information

Prudhoe Community Partnership employs staff to undertake the work agreed by the Management Committee and deliver the Business Plan
The staff structure for 2010/11

- Project Officer – Yvonne Probert (37 hours per week)
- Partnership and Info Point Administrator – Maggie Phillips (34 hours per week)
- Info Point Administrative Assistant – Karen Whiteside (10 hours per week)
- Info Point Cleaner – Karen Whiteside (6 hours per week)
- Volunteering Development Officer – Andrea Lyons (25 5 hours per week)
- Enterprising Prudhoe Project officer – Andrew Jones (37 hours per week)
- REACH employability advisor – David Gardner (37 hours per week, split over Hexham and Prudhoe) – contract ended 31st March 2011
- Future Jobs Fund (FJF) Administration trainee – Alan Stephenson (25 hours per week) – contract ended 31st December 2010
- West Northumberland Community Housing Project officer – Kath Spires (25 hours per week) – contract started 13th September 2010

PRUDHOE COMMUNITY PARTNERSHIP

Management Committee and Organisational Structure

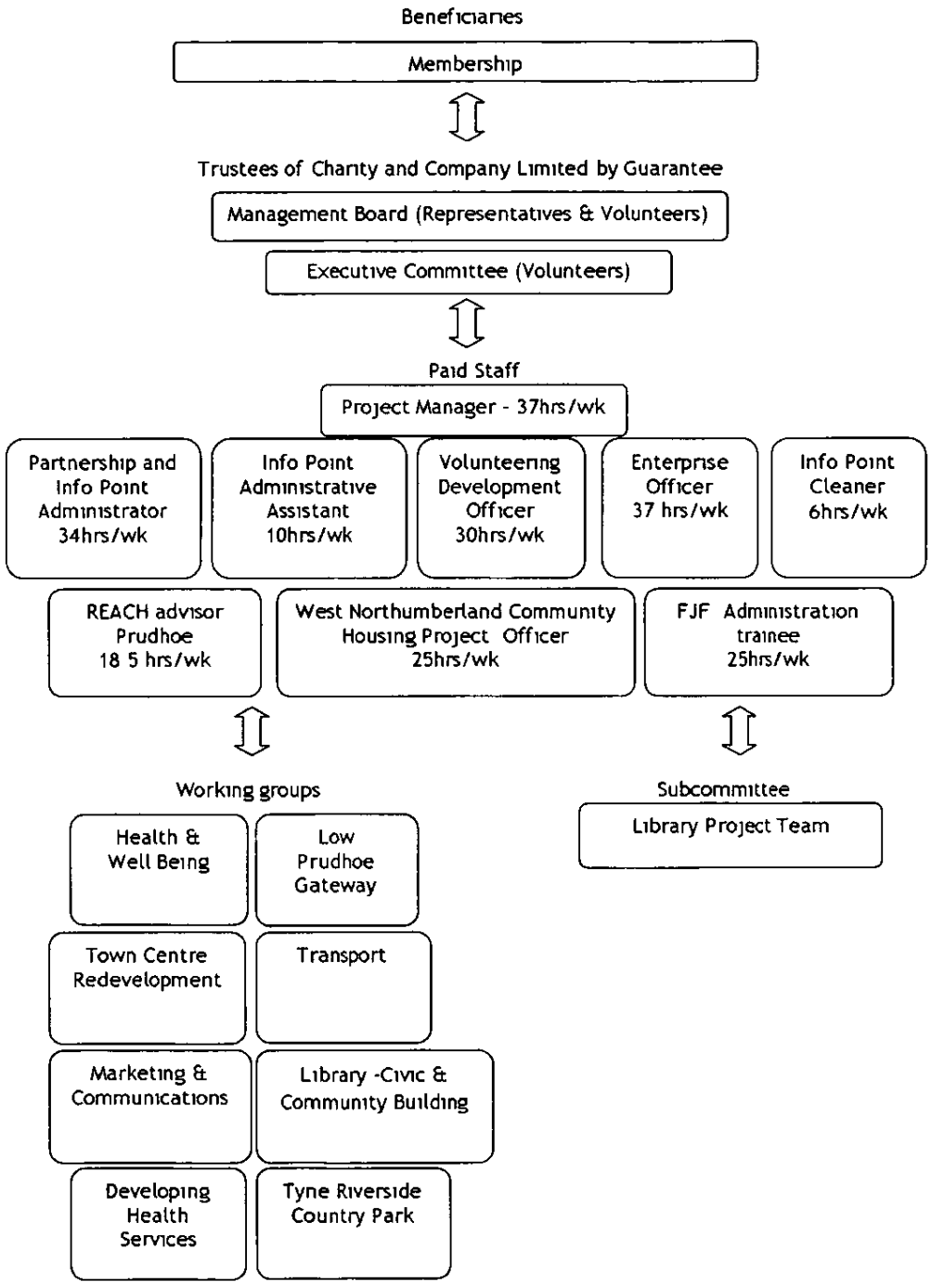
Representatives Appointed

Anne Dale	Northumberland County Council
Charles Hope (Chairman)	Prudhoe Churches Together
Iain Shaw (Executive member)	Prudhoe Partnership of Schools
Eileen Burt	Prudhoe Town Council
Richard Benjamin	Eastern Tynedale Community Forum
Sheila Robson	Northumbria NHS Health Care Trust
Ken Stow	Prudhoe Residents Associations
Jill Keeler	Prudhoe Business Network

Elected members of the public

Tony Reid (Treasurer)
Joan Russell (Executive member)
Andrew Eldridge
Stephen Haywood
Robert Eldridge
Ernest Dobson

PRUDHOE COMMUNITY PARTNERSHIP



PRUDHOE COMMUNITY PARTNERSHIP

Trustees Responsibilities

Recruitment and appointment of trustees The trustees are charity trustees within the meaning of charity law and company directors within the meaning of company law The trustees are elected annually at the AGM

Induction and training of trustees Trustees in most cases are met prior to election When elected the trustees are informally inducted by the Management Committee New trustees are encouraged to take up relevant training and to work with supporting organisations (e g Community Action Northumberland) Charity Commission and Companies House information is always given to all new trustees

Responsibility of trustees Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity and of its financial activities for that year, together with its assets and liabilities at the end of the period, and adequately distinguish any material special trust or other restricted fund of the charity In preparing those financial statements the trustees are required to

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether the policies adopted are in accordance with the appropriate SORP on Accounting by Charities and the Accounting Regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charity, and enable them to ensure that the financial statements comply with applicable Accounting Standards and Statements of Recommended Practice and the regulations made under S44 of the Charities Act 1993 In this respect the have appointed Seahouses Accountancy Services, as its accountants in the belief that this will improve financial management and enable clearer, simpler and more regular reporting of financial information to trustees

The trustees 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

So far as the trustees are aware, there is no relevant information needed by the company's accountants in connection with preparing their report of which the company's accountants are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's accountants are aware of that information

Risk Review

Prudhoe Community Partnership regularly reviews its exposure to risk, this is measured against our Risk Management Policy and framework The trust has reviewed its Risk Assessment and addressed the risks contained This will be continually reviewed and updated

PRUDHOE COMMUNITY PARTNERSHIP

Objects and Activities

Prudhoe Community Partnership is a long-established and entirely community-led regeneration charity based in Prudhoe, Northumberland Prudhoe is a community that is both urban and rural in its makeup as it is on the border of the Councils for Northumberland, County Durham and Gateshead As a result the town has become marginalised for services and activities, hence in recent years the role of the Community Partnership has grown to address these drawbacks

The Community Partnership, at its conception, was formed to reverse the decline of the town and make Prudhoe a better place to live, work and to do business in Twelve years later, the fortunes of the town are now on the rise with a growing population, expanding businesses and increased services - change is inevitable It is this change that the Partnership wishes to actively be part of to ensure that local people have a say in shaping their town's future It is also the management of change and the minimisation of threats and risks whilst maximising the opportunities for the town that the Partnership is concerned with

Prudhoe Community Partnership is playing a key role in building a brighter future for the town and serves both as a catalyst for projects – working through its extensive range of partner organisations and as a delivery agent for key initiatives These include the highly successful Info Point facility, providing frontline services to those most in need, and currently used by in excess of 3,000 people every year The Community Partnership is wholly committed to the 'Development Trust' ethos, and as such achieves the economic revival of the town and to build a strong, dynamic, independent and vibrant community

The long standing vision of the Partnership remains that of building upon the confidence and sense of pride in the town and its surrounding communities, with the goal of promoting investment, increasing prosperity and optimising access for all to

- High quality employment, training and learning opportunities
- Excellent communication and transport links
- A strong and vibrant community
- Good quality, affordable housing and first rate facilities

The Community Partnership aims to deliver all of these objectives within a high quality and safe environment

Prudhoe Community Partnership is aware of its strengths, weaknesses, opportunities and threats This knowledge has provided a robust series of projects and income generation ideas which we are delivering over the forthcoming three years through our business plan

This comprehensive programme of business development for the Partnership has two principal aims

- To become financially sustainability – to become substantially self sustaining and to build organisational capacity to develop an expanded portfolio of social enterprise initiatives
- To operate as an enabling organisation – by supporting the development of a broad range of community-based project activities

PRUDHOE COMMUNITY PARTNERSHIP

The Partnership's core values are to

- Identify gaps in provision and act as the catalyst to make improvements
- Work together in Prudhoe to bring development and investment into the area
- Reduce duplication by providing effective and joint ventures
- Invest in and support local services (public, private and business)
- Be a sustainable, representative and viable enterprise

To deliver the vision, core values and our business plan, there are four main elements to the work of Prudhoe Community Partnership in 2010/11

- Prudhoe Info Point
- Volunteer Centre Prudhoe
- Social Enterprise activities
- Project Development - Facilitation and coordination

The delivery of the Business Plan has been evaluated against the Partnership's structure, resources available, outputs, outcomes and budgets Risks associated with this Business Plan have also been explored and an exit strategy adopted In 2011/12 we are revisiting our Business plan to look forward to the future

Objects of the Charity

This is a summary of the objects of the charity set out in its governing document
The charity's objectives are to promote, for public benefit, urban or rural regeneration in areas of social and economic deprivation – in particular the community of Prudhoe and district in the county of Northumberland

Achievements and Performance

To deliver the vision, core values and our business plan, there were four main elements to the work of Prudhoe Community Partnership in 2010/11

- Prudhoe Info Point
- Volunteer Centre Prudhoe
- Social Enterprise activities
- Project Development - Facilitation and coordination

1 <u>Prudhoe Info Point</u>

Prudhoe Community Partnership currently occupies 82 Front Street (Prudhoe Info Point) The Info Point continues to provide a one stop shop of support services for statutory, private and voluntary sector service-providers who currently have little presence in the town The Info Point provides a key resource and service to the community in the town centre

The current range of services offered by the Info Point includes

- Citizens Advice Bureau
- Escape (drug & alcohol addiction service)
- Northumberland Credit Union
- Job Centre Plus – Lone parent advisor

PRUDHOE COMMUNITY PARTNERSHIP

- Legal Clinic – MarstonHarbottle
- Victim Support
- Age Concern
- REACH (Rural Employability & Advice Community Hubs)
- NEWS (Northumberland Employability and Works Service)
- NBSL (Northumberland Business Service Limited)
- MHCO (mental health services)
- Job search and job application support
- Community notices and information boards
- Photocopying, faxing, telephone and printing services
- Public internet access points and computer

In 2010/11 the services within the Info Point continued to expand with the building running at practically full capacity

- The continued economic downturn and government spending review increased demand on all services as many people encountered money or employment issues The 2010/11 expanded services of for Citizen's Advice Bureau, the Volunteer Centre and Prudhoe Town continued

- New Deal Return to Work courses continued to run at the Info Point to assist the long term unemployed to find employment

- During 2010/11 the Info Point has added MCHO to the services available to the public.

- Long and short term work placements have taken place at the Info Point during 2010/11, these were provided through schools and New Deal

- An administration trainee funded through Future Jobs Fund joined the Info Point staff team and we provided a nine month work programme for this individual

- The Info Point maintains its support of community organisations by providing the hire of equipment in return for a small donation

- The staff at the Info Point have achieved NVQ Level 3 qualification in Advice and Guidance

Discussions regarding a Civic and Community Building with Prudhoe Town Council, Prudhoe Community Partnership and Northumberland County Council have continued throughout 2010/11 These were based upon on the proposal for the Info Point services to combine with those of the Library, with the ideal scenario to gather all statutory and voluntary sector services together under one roof placed within the heart of the town centre In 2010/11 this was further consulted upon and through the efforts of the Library Working Group monies have been secured and the project is now underway to build a purpose built centre on the former old library site to take this from a proposal to reality This is discussed in further details in the project development section of this report

2 Volunteer Centre Prudhoe

The promotion and enabling of volunteering is something that is integrated into the ethos of the Community Partnership as without volunteers many of the activities in the town would not happen The Volunteer Centre Prudhoe acts as the link between voluntary organisations, community groups and volunteers The Centre also acts as the facilitator for new volunteering community projects developed according to local need by bringing together interested individuals and agencies The Centre also provides information, training and research on volunteering related topics which results in it acting as a volunteering hub within the town

It has been another busy year for the Volunteer Centre, both for the brokerage services and our own volunteering projects We have seen a significant increase in volunteering enquiries and in the number of new roles registered by organisations

We continue to broaden our reach and aim to keep volunteers and organisations up to date with volunteering news To this end, we have launched a Volunteer Centre website and braved the social networking world of Facebook – in addition to the tried and tested communication routes

- *Supporting Volunteering*

  The proportion of enquiries from people who are unemployed has increased this year, reflecting the difficult economic climate and jobs market, but also the strengthened referral links with organisations providing 'into work' support

  We have also worked to appeal to younger volunteers We have been fortunate enough to benefit from the work of the Young Inspectors programme, three young people attending Prudhoe Community High School visited the Centre early in 2010 and again later in the year to assess its services in relation to how well it welcomes young people The report and recommendations produced have been very valuable in improving access to young volunteers – contributing to the significant increase in young people enquiring about volunteering over the year

  The annual volunteer survey has provided some interesting feedback about the value of volunteering 75% of respondents said that their volunteering had helped build friendships and social contacts, 45% had gained work-related skills, and 45% had improved confidence and/or self-esteem

- *Supporting Organisations*

  Our first survey of local community groups and organisations registered with the Centre has been revealing and given us a clear direction for providing support in the coming year Those groups who had received support were very pleased with the help given, but the report highlighted the potential to raise awareness of what the Centre has to offer, and to provide more of the informal 'mentoring support' that has proved invaluable to a small number of groups thus far

  The Centre continues to have 'hands-on' involvement with a number of local groups We contribute to Prudhoe Town Council's 'In Bloom' working group, linking our environmental activities to the town's Northumbria in Bloom entry, as well as supporting

the tireless volunteers of Prudhoe Ground Force, who help to enhance the town through their litter-picking and bulb-planting efforts We have also assisted two groups (who co-incidently approached the Centre at the same with their ideas) with plans to revamp the Badger artwork on Station Bank

We maintain good links with West Wylam Residents' Association to feed back about volunteering activities in the area, and to keep up to date with local issues

- *Projects*

Cockshot Dene Environmental Project

In July 2010, the Woodland Play area was officially launched, (after its installation in late March 2010) Over 200 children and parents attended a morning of forest crafts, storytelling, and drystone walling tasters The launch brought together a forest crafts organisation, drystone waller, Prudhoe Library and a V-Involved worker to provide a morning of environmental and arts activity, plus English Heritage opened the castle on a day it is normally closed, to offer picnicking space and free castle entry Various group leaders brought members to enjoy the day e g scouts, allotment group, parent & toddler group The launch was a resounding success, officially opened by the two local councillors who had initially highlighted the Dene as a hotspot for anti-social behaviour

Later in the year, the Friends of Prudhoe Woods donated and planted a variety of native tree species in the Dene, including wild cherry, buddleia and hawthorn Plans continue for a regular environmental volunteering programme, delivered in conjunction with the conservation charity BTCV

Prudhoe eBiz

The Volunteer Centre has worked jointly with Andrew Jones, Enterprising Prudhoe Project Officer to run a pilot of Prudhoe eBiz – an eBay trading social enterprise We have recruited 7 volunteers to the project, who have brought to the venture the benefit of their enthusiasm and many and varied skills, from previous experience with eBay shops, to administration, photography and IT skills The project has also provided a first step into volunteering for some, leading to additional involvement in other local organisations

Current funding comes to an end in October 2011 but steps are being taken to evaluate the work and identify new funding streams possibly in common with other Development Trusts in Northumberland

Lastly, a big THANK YOU to all the Volunteer Centre volunteers who have added so much to the things we have been able to achieve this year and to all those organisations and volunteers who give so much to enrich community life in and around Prudhoe

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3 Social Enterprise activities – Enterprising Prudhoe

As we move into its final year of Esmée Fairbairn funding, Enterprising Prudhoe's activities have grown in line with the original plan Whilst it has not been easy the project has had successes

In May 2010 – the Trading Arm, Prudhoe Development Company Limited (PDCL) was formed and has focussed on 3 projects This has taken up the majority of the Project Officer's capacity in the past 12 months, one of the priorities over the next 12 months is to share the workload with the growing volunteer base

PDCL aims to bring in revenue monies for Prudhoe Community Partnership while promoting the businesses, organisations, people and events that make Prudhoe the strong and vibrant town it is

Projects so far

- *Prudhoe Life Magazine*

  Issue 1 has been published and the 2nd edition is in progress, set up as a community and business magazine, it has been well received and helping to promote businesses as well as community projects and organisations but is sustained through advertisements at an extremely competitive rate The magazine is also attracting support from businesses such as SCA and Specials Labs and organisations such as Prudhoe Town Council and North Country Leisure

  Our objectives are to bring the magazine to a sustainable footing which included staff time then profitable position through ongoing reviews of advertising and reducing operational costs

- *Prudhoe eBiz*

  The project that sells items from the community on eBay online auction has seen a long trial period and starting to show signs of real progress and profit, we are looking for a more "fit for purpose" premises that will help us grow community selling over the next 12 months

- *Prudhoe Events*

  After having to cancel the Christmas Market in December 2010 we held a successful Spring Market event attracting some 2000 people to the Prudhoe Castle in early April 2011 This resulted in a lot of enquiries to host another event PDCL are researching further events that will promote the town and bring in revenue to create sustainable and profitable events in the future

As well as fund raising the projects also have a people purpose Within all of our enterprising projects we are bringing a wide range of people from our community together - retired, skilled, learners, social, career developing individuals as well as people from specialist organisations such as CSV (they help volunteers looking at how to get back to work) and Azure (who help people who have special needs get into the work place)

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2010 saw the end of the "Future Jobs Fund" a government funded work placement scheme, Enterprising Prudhoe worked with Alan Stephenson who after a period of unemployment worked with Prudhoe Community Partnership for six months and PDCL were able to extend Alan's contract by 3 months , the extra work was on PDCL projects specifically events and eBiz After working on the project Alan is very keen to start his own business in event management

Enterprising Prudhoe Project continues to forge links throughout the Social Enterprise community working with local partners such as

- Prudhoe Business Network – Liaising and holding events for the Local Business community such inviting Business Link, Northumberland County Council and other businesses to give talks – it is envisaged that the group should be independent very soon
- Tynedale Enterprise Project, attending monthly events hosting enterprise initiatives such as an enterprise work shop which we hope to hold again later in 2011
- Northumberland Business Service Limited - encouraging new business start ups
- Social Enterprise Northumberland – away day for the PDCL board to develop strategy was held in January 2011 which has given us the foundations to build on
- Hexham Courant – helping to market the projects and events, we are working on various articles to cascade the importance of enterprise
- Northumberland County Council, Prudhoe Town Council, schools and other community organisations

Throughout the rest of 2011 the project will look at business opportunities for income generation, sustaining Enterprising Prudhoe going forward as well as further opportunities to raise enterprise awareness

4 Project Development – Facilitation and Coordination

Prudhoe Community Partnership also acts a channel for bringing together people and issues The Community Partnership frequently initiates working groups on a variety of different topics to bring together activities within the town Currently the Community Partnership provides officer and administration support for a number of different working groups which include

- Town Centre Redevelopment Working Group

This working group continues to meet but since the completion of the Front Street Environmental Improvements Scheme the group has met less frequently in 2010/11 However the British Legion and Prudhoe Town Council are working together to reinstate the War Memorial plaque in the Glade area – it is anticipated to be in place for Remembrance Day 2011

In December 2010 Northumberland Estates redevelopment plans for the town were submitted They are currently in the County Council's planning system and are expected to go to a July/August 2011 West Area Planning Committee meeting This working group is continuing to look at the long term opportunities based around the development of the town centre

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- Tyne Riverside Country Park

This working group continues to explore the future use of the Tyne Riverside Country Park Visitor's Centre The building is owned by Northumberland County Council who with North Country Leisure have upgraded the building to provide internal accessible toilets which will enable a catering facility and public usage to start on site

North Country Leisure and Blyth Valley Arts and Leisure have started running activities from the Visitor Centre however there is a recognition that in the difficult funding climate there are limited opportunities Andrew Jones is working through PDCL to produce a business plan for community cafe on the site and as a hub for eBay activities as part of the Enterprising Prudhoe agenda

- Transport

This working group continues to working with ADAPT (a community transport provider) to establish and promote the dial a ride service, the funding for the pilot has ceased but the service is now sustainable providing day trips to Hexham and circular routes around Prudhoe town

This working group is continuing to work with the bus provider Go-NorthEast as they review the bus services The group is becoming involved in strategic transport planning and are looking to the future (e g newer rolling stock for the railway)

- Health and Wellbeing

The Partnership continues to bring together a network of health professionals and community representatives to develop local projects and to provide support for new health and wellbeing initiatives Local initiatives funded this year include medical books for the GP surgeries, monies towards a Wii for the Manors and a sound system with roving microphone for the over 50's Forum

- Marketing and Communications

The working group are looking at a series of projects and events that could raise the profile of Prudhoe including a gateway website for the town, Andrew Jones (the Partnership's Enterprise Officer) is leading on these discussions

This working group is partnering with the trading arm Prudhoe Development Company Limited (PDCL) to look at websites, social networking, newsletters, community and business directories and town branding The 1st edition of Prudhoe Life was delivered and the feedback so far has been very positive

- Prudhoe Health Services

This group which includes Northumberland County Council, NHS North of Tyne, Northumberland NHS Care Trust, local GPs as well as a number of interested partners, is on hold due to the uncertainty that surrounds the NHS and future provision of the health related services

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- Low Prudhoe Gateway

This group aims to improve the visual impact of the industrial road (A695) from Mickley to Prudhoe Hospital The refurbishments of the play area at Castle Lea and the Cockshot Dene project have been the key topics discussed within this working group

- Prudhoe Civic and Community Building

Throughout 2010/11 discussions continued about a proposed Civic and Community building The concept of pulling all statutory and voluntary sector services together under one roof is the underlying ethos, with the idea of initially of refurbishing an existing building to provide a holistic one stop shop for the town that would integrate the Library service, the Info Point and other outreach services

In early 2010 Communitybuilders visited Prudhoe and a feasibility funding application was submitted to review and take forward our ideas on providing Community and Civic building on the existing Library site This enabled us to develop the Library building plans to a RIBA Stage D status (that meant that they are in sufficient detail to apply for a formal planning application) This fund paid for the architect's plans but also provided back fill and salary funds for staff as well as providing fees for professionals to give advice on VAT, accountancy and legal issues This feasibility fund was successfully completed and in July 2010, Northumberland County Council passed our planning application to demolish library building and rebuild it with a purpose built facility

In the spring/summer of 2010 Prudhoe Community Partnership created the Prudhoe Community Library Working Group and has then created a smaller project management team, as a formal subcommittee to oversee the project details The project management team met weekly/fortnightly to progress both the public consultation and the work on the business plan with the architect The wider representative Library Working Group met monthly

Over the summer, working with Development Trust Association and Communitybuilders staff a finalised cash flow for the Prudhoe Community Library project was submitted to Communitybuilders for a full investment application for the rebuild costs

In September 2010, Communitybuilders offered Prudhoe Community Partnership £1 8million grant/loan in addition to the feasibility grant we had already received The formal figures are Loan £986,740, Grant 831,034 (this is mix of 54%/43%) plus a revenue grant (capacity funds for the Partnership) of £16,300 and a further revenue grant (Social return on Investment evaluation) £3,000 = a total of £1,837,074

Over the winter Prudhoe Community Partnership continued community consultations, legal documents for leases and undertook an appointment process for the building works contractor for the full fixed prices schedule By the end of March 2011, all the legal work was completed, the funding package was in place, the contractor was appointed and work was scheduled to start on site in April 2011

- Asset transfer

Prudhoe Community Partnership continues to explore the opportunities that may be available through asset transfer with statutory bodies The Partnership has played an active part in the national pilot for the Quirk Review and the Advancing Assets programme

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- Prudhoe Castle

Prudhoe Community Partnership and English Heritage have continued to work together to provide events for both locals and visitors to the Tyne Valley town of Prudhoe The majority of this work had been based around the Christmas Market which was unfortunately cancelled due to the bad weather However this is rescheduled and future events are being planned

- Prudhoe North – West Wylam Community Centre

Throughout 2010/11 Prudhoe Community Partnership with Community Action Northumberland have been supporting the trustees of West Wylam Community Centre to hold a series of public consultations and three AGMs. At the last AGM in March 2011under instructed by the Charity Commission on a special order, we assisted their trustees to undertake a dissolution meeting We are continuing to work with the Charity Commission and Community Action Northumberland to assist their trustees to resolve the legal, financial and insurance issues that they face as an organisation and their personal liabilities

- Modernisation Fund

In early 2010 Social Enterprise Northumberland completed the Modernisation report and drafted Prudhoe Community Partnership's new Business Plan

Also as part of the Modernisation Fund, Prudhoe Community Partnership commissioned Robert Lewis & Co (solicitors) who held an information session and to drafted some legal documents A further session with one of the legal team (Michael Wood-Williams) for trustees was provided in the summer of 2010 to inform them and to assist them in reviewing their responsibilities

- Prudhoe North – Eastwood school

Prudhoe Community Partnership undertook a Feasibility Study Report in 2010/11 to look at the potential of a Community Asset Transfer from Northumberland County Council of the unoccupied Eastwood School site including the school buildings, car park and adjacent sports playing field Through a competitive tendering process, an independent consultant was appointed to conduct a feasibility study to assess and evaluate the options available for the Eastwood School site to provide a fit for purpose and sustainable community facility An interim report has been received and we continue to work into 2011 to complete this piece of work

- Working Neighbourhoods Fund – REACH employability service

Working with the NEWS team through Northumberland County Council and the Federation of Northumberland Development Trusts, Prudhoe Community Partnership delivered the Prudhoe and Hexham area part of the REACH project

REACH is a service aimed at individuals who are looking for support in employment The service provided an advisor embedded in the community who had detailed awareness and working relationships with local organisations offering employment, training and support services

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David Gardner was appointed in early 2010 as the Prudhoe and Hexham REACH advisor (employed through Prudhoe Community Partnership) David provided popular and regular drop in session at community venues throughout Prudhoe and Hexham David also ran local publicity campaigns with leaflet and posters as well as offering local basic skills training (via Lynemouth Development Trust) As further funding was no longer available the REACH project and David finished on the 31st March 2011

- West Northumberland Community Housing

In September 2010 Prudhoe Community Partnership employed Kath Spires as project officer for the West Northumberland Community Housing project. The aim of this project is to give specialist knowledge and the additional capacity, to enable Development trusts and Community groups in West Northumberland, to research and deliver community housing projects The work is being overseen by a steering group consisting of Haltwhistle Partnership, Allendale Housing, Northumberland County Council and Prudhoe Community Partnership

Kath is working with Allendale Housing on their Deneholm annexe project and with Haltwhistle Partnership on their conversion of the Clive Browns' shop into apartments Kath is also assisting Prudhoe Community Partnership in taking forward the development of affordable housing units and other asset transfer opportunities

- Future Jobs Fund

Through the Future Jobs Fund, led by Northumberland County Council, Prudhoe Community Partnership appointed Alan Stephenson to the Administration trainee post and he started at the end of March 2010 The funding for Alan's post ceased on the 17th September 2010 and Alan accepted a fixed term contract until the 31st December 2010 to work with Andrew on PDCL activities as agreed This was an extremely successful placement

- Community Development and Engagement

The Community Partnership is also active within a wide range of other organisations structures and groups (e g Northumbria in Bloom of Prudhoe Town Council, the Prudhoe LMAPS group of Northumbria Police, Federation of Northumberland Development Trusts, Volunteering in West Northumberland etc) We utilise this involvement to highlight the local needs of Prudhoe and to work together for the overall benefit of the town

Funds and Reserves

Incoming resources in the year were £405,705 of this £331,997 related to project restricted activities There was a loss of £6,843 in the year At the 31st March 2011 total reserves were £34,149 and unrestricted funds were in deficit

We aim to have reserves equivalent to our redundancy liability and six months running cost Currently we are not in that position Trustees are aware of this fact and have put in place strategies to increase unrestricted reserves by generating income through asset development and the creation of social enterprises

Prudhoe Community Partnership trustees would especially like to thank the following organisations for their financial support over the past year

- Big Lottery Fund
- Communitybuilders
- Community Foundation
- Esmée Fairbairn Foundation
- Development Trust Association
- Federation of Northumberland Development Trusts
- Northern Rock Foundation
- Northumberland County Council
- Prudhoe Town Council
- Social Enterprise Northumberland
- UK online Centres
- Volunteering England

Restricted Funds

The Restricted funds are made up of project based activities that are not core activities of the Community Partnership Most of the funds are ring fenced for specific activities and given by funding bodies for this purpose only

General Unrestricted Funds

General unrestricted funds are made up of income that the Community Partnership has generated from grants, contracts, earned income and enterprise activities

This report was approved by the Trustees on 30 June 2011

And signed on its behalf by

C Hope.

T. Reid.

PRUDHOE COMMUNITY PARTNERSHIP

INDEPENDENT EXAMINERS REPORT ON THE UNAUDITED FINANCIAL STATEMENTS TO THE TRUSTEES OF PRUDHOE COMMUNITY PARTNERSHIP.

I report on the accounts of the company for the year ended 31 March 2011, which are set out on pages 18 to 27

Respective responsibilities of trustees and examiner
The trustees, who are also the directors of Prudhoe Community Partnership for the purposes of company law, are responsible for the preparation of the accounts The trustees consider that an audit is not required for this year under section 43 of the Charities Act 1993, the 1993 Act, and that an independent examination is needed The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a Chartered Accountant

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
(i) examine the accounts under section 43 of the 1993 Act,
(ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
(iii) 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 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
    (i) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
    (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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
(2) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached

R Howell

Roger Howell
Chartered Accountant
Seahouses Accountancy Services
62-64 Main Street
Seahouses NE68 7TP

DATE 15 July 2011

PRUDHOE COMMUNITY PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2011

	Notes	Unrestricted Funds	Restricted Funds	2011	2010
		£	£	£	£
Incoming resources	2				
Incoming resources from generated funds					
Voluntary income		14,051	0	14,051	37,440
Investment income		123	0	123	49
Incoming resources from charitable activities		59,534	331,997	391,531	124,748
Other incoming resources				0	0
Total incoming resources		73,708	331,997	405,705	162,237
Resources expended	3				
Charitable activities		101,239	307,964	409,204	211,187
Governance costs		3,344	0	3,344	698
Total resources expended		104,584	307,964	412,548	211,885
Net incoming/(outgoing) resources before transfers		(30,875)	24,032	(6,843)	(49,648)
Gross transfers between funds		8,026	(8,026)	0	0
Net incoming/(outgoing) resources before other recognised gains/(losses)		(22,849)	16,006	(6,843)	(49,648)
Other recognised gains/(losses)					
Net movement in funds		**(22,849)**	**16,006**	**(6,843)**	**(49,648)**
Total funds brought forward		20,213	20,779	40,992	90,640
Total funds carried forward		**(2,636)**	**36,785**	**34,149**	**40,992**

The statement of financial activities includes all gains and losses in the year

All incoming resources and resources expended derive from continuing activities

PRUDHOE COMMUNITY PARTNERSHIP

BALANCE SHEET AS AT 31 MARCH 2011

	Notes		2011		2010 As restated
		£	£	£	£
Fixed assets	4				
Furniture & Fittings		158		0	
Office Equipment		4,958		0	
			5,116		0
Current assets					
Debtors	5				
Trade debtor		53,723		1,361	
Cash at bank		76,160		62,496	
Prepayments		0		822	
			129,883		64,679
Creditors	6				
Trade creditors		51,386		14,497	
Petty cash		0		22	
Wages & taxation		8,244		9,168	
			(59,630)		(23,687)
Net current assets			70,253		40,992
Creditors: amounts falling due after more than one year	7	41,220			
			(41,220)		-
Net assets			**34,149**		**40,992**
STATEMENT OF FUNDS					
Unrestricted funds			(2,636)		20,213
Restricted funds			36,785		20,779
TOTAL FUNDS			**34,149**		**40,992**

For the year ended 31 March 2011, the company was entitled to exemption from audit under section 477(1) of the Companies Act 2006, and no notice has been deposited under section 476(1) requesting an audit The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit or loss for the financial period in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the company

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the Board on 30 June 2011 and signed on its behalf by

Rev C Hope, Chairman

Tony Reid, Treasurer

1. Accounting Policies

1.1. Accounting basis and standards

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards and the Charity Statement of Recommended Practice, (SORP 2005) "Accounting by Charities", as well as the Charities Act 1993

1.2. Tangible fixed assets and depreciation

Fixed assets are capitalised, at cost where the purchase price exceeds £100

Depreciation on fixed assets is provided at rates estimated to write off the cost or revalued amounts, less estimated residual value, of cash asset over its expected useful life as follows

Land and buildings	2% straight line
Fixtures and Fittings	25% straight line
Office Equipment	25% straight line
Computers	25% straight line

All assets are reviewed regularly for impairment, and written down to their recoverable value where necessary.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy The following specific policies are applied to particular categories of income

Voluntary income is received by way of grants, donations and gifts to the charity and is included in full in the Statement of Financial Activities upon receipt Grants, where entitlement is conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant

Bank interest is included when receivable

Incoming resources from charitable activity are accounted for as the charity earns the right to consideration by its performance

1.4. Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred Expenditure includes unrecoverable VAT

Charitable expenditure includes all costs incurred by the charity in the delivery of its activities and services
Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees

1.5. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of funding

1.6. Pensions

The Partnership operates a defined contributions pension scheme Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme

1.7 Operating Leases

Rentals payable under operating leases are charged in the profit and loss account on a straight line basis over the lease term

1.8 Related parties

Prudhoe Development Company Limited was registered at Companies House on 18 May 2010, Company Number (England and Wales) 07257485 The company has an accounting reference date of 31 May and is currently preparing its first set of annual accounts

2. Incoming resources

	Unrestricted £	Restricted £	2011 £	2010 £
Incoming resources from generated funds				
Voluntary income				
Donations	468	-	468	50
Grants	13,583	-	13,583	37,390
Investment income	123	-	123	49
Incoming resources from charitable activities				
Grants	-	313,236	313,236	58,127
Big Lottery Fund	-	14,613	14,613	17,032
Earned income	59,533	4,148	63,681	49,587
Miscellaneous	1	-	1	2
Total incoming resources	**73,708**	**331,997**	**405,705**	**162,237**

3. Resources expended

	Unrestricted £	Restricted £	2011 Total £	2010 Total £
Charitable expenditure				
Activities	270	13,528	13,798	14,058
Accommodation	-	4,646	4,646	3,962
Advertising	33	-	33	-
Bank charges & interest	90	-	90	150
Building	521	-	521	697
Equipment	403	1,066	1,469	1,665
Grants given	-	1,689	1,689	7,817
ICT	859	-	859	1,113
Insurance	1,967	-	1,967	1,364
Administration	-	34,858	34,858	17,141
Postage & Stationery	4,893	1,722	6,615	8,216
Professional fees	-	156,346	156,346	10,287
Rent	11,476	-	11,476	11,303
Salaries and wages	71,455	88,666	160,120	119,941
Staff training	363	1,705	2,067	3,053
Staff travel	311	477	788	2,765
Subscriptions	-	1,617	1,617	905
Telephone	3,031	30	3,061	1,842
Utilities	4,905	-	4,905	4,769
Volunteer expenses	-	421	421	139
Depreciation	662	1,043	1,705	-
Loan interest	-	152	152	-
	101,239	307,964	409,204	211,187
Governance				
Accountancy fees	3,344	-	3,344	698
TOTAL	**104,584**	**307,964**	**412,548**	**211,885**

4. Tangible fixed assets

	Fixtures & Fittings	Office Equipment	InfoPoint Refurbishment	Total
	£	£	£	£
Cost				
At 1 April 2010	1,992	3,502	8,637	14,131
Additions	211	6,610	0	6,821
As at 31 March 2011	2,203	10,112	8,637	20,952
Depreciation				
At 1 April 2010	1,992	3,502	8,637	14,131
Capital Grants	0	0	0	0
Charge for the year	53	1,652	0	1,705
As at 31 March 2011	2,045	5,154	8,637	15,836
Net Book Value				
As at 31 March 2011	158	4,958	0	5,116
As at 31 March 2010	0	0	0	0

5. Debtors

	2011	2010
	£	£
Trade debtors	53,723	1,361
	53,723	1,361

6. Creditors: amounts falling due within one year

	2011 £	2010 £
Trade Creditors	426	14,497
Accruals	960	-
Wages & Taxes	8,244	9,168
Grants in advance	50,000	-
Petty cash	-	22
	59,630	23,687

7. Creditors: amounts falling due after more than one year

	2011 £	2010 £
Futurebuilders	41,220	-
	41,220	0

The Partnership agreed a loan of £986,740 from Futurebuilders England Limited in March 2011 The loan, with a term of 25 years, is secured against the leasehold property known as Prudhoe Library, 58 Front Street, Prudhoe, Northumberland, let to the Company by Northumberland County Council for a term of 150 years

8. Staff costs

The average number of staff employed by the Partnership during the year was 6 FTE (2010 4 FTE)

	2011 £	2010 £
Salaries	134,763	101,234
Social Security Costs	11,306	7,634
Pension	11,368	11,073
	157,437	119,941

The Partnership pays into an employee pension fund and will pay 10% of total salary into a stakeholder pension of the employee's own choice providing a minimum of 6% employee contribution is forthcoming No employee received emoluments of more than £60,000

9. Remuneration of management committee

There was no remuneration, or other benefit, paid to the management committee, or people connected with them, in the financial year ended (2010 £0)

10. Related parties

During the year the charity was involved in transactions with its wholly owned subsidiary, Prudhoe Development Company Limited Two charity trustees, Iain Shaw and Joan Russell are directors of the company

The Trust has not prepared consolidated accounts which include its subsidiary, Prudhoe Development Company Limited, as the gross income of the group in the accounting period is less than the audit threshold under the Charities Act 1993

11. Governance costs

	2011 £	2010 £
Accountancy fees	3,344	698

12. Lease commitments

The Partnership leases the property known as Prudhoe Library, 58 Front Street, Prudhoe, Northumberland, from Northumberland County Council at a peppercorn rent The lease is for a term of 150 years and started on 15 March 2011 A loan of £986,740 from Futurebuilders England Limited is secured against the property The property was valued in July 2010 and the market value was £200,000

The Partnership leases 82 Front Street, with a 6 year lease, with break clauses, expiring on 31 March 2011 with a rental of £9,996 pa plus landlord insurances The new lease is being drafted on agreed terms of 6 years with break clauses but the cost of the lease had not been agreed at 31 March 2011

13. Restricted grants

The following grants were received for restricted funds during the period

Name	Purpose	1 April 2010 £	Income £	Expenditure £	31 March 2011 £
Children's Centre	Children's Centre	-	2,000	-	2,000
Children's Centre	Children's Centre	-	5,500	-	5,500
Northumberland County Council	Civic & Community Building	-	75,000	75,000	-
Communitybuilders	Civic & Community Building	-	41,068	41,068	-
Northumberland County Council	West Northumberland CLT	-	55,438	13,297	42,141
Communitybuilders	Prudhoe North	5,000	10,000	10,000	5,000
Community Foundation	Volunteer Centre	-	6,747	147	6,600
NHS health and Wellbeing	Volunteer Centre	-	500	-	500
NCC Community Chest	Volunteer Centre	-	1,100	-	1,100
WCVS	Volunteer Centre	-	5,000	5,000	-
Volunteering England	Volunteer Centre	-	4,000	3,500	500
Miscellaneous inc Northern Rock and VT	Volunteer Centre	326	7,250	362	7,214
Big Lottery Fund Reaching Communities	Volunteer Centre	-	19,342	19,342	-
Esmee Fairburn Foundation	Social Enterprise	-	38,384	33,875	4,509
Development Trusts Association	Social Enterprise	-	8,320	8,320	-
Social Enterprise Northumberland	Social Enterprise	-	6,000	6,000	-
Development Trust Association	Social Enterprise	-	3,700	3,700	-
Trust in the North	REACH	-	38,500	38,500	-
	Hospital visits	1,384	-	-	1,384
		6,710	**327,849**	**258,111**	**76,448**

14. Fund balances

	Balance 1 April 2010 £	Income £	Expenditure £	Transfers £	Balance 31 March 2011 £
Unrestricted funds					
Partnership Administration	9,584	7,862	15,382	6,076	8,139
InfoPoint	12,485	36,640	44,684	-	4,442
Project Manager	(1,856)	29,207	44,518	1,950	(15,217)
	20,213	**73,708**	**104,584**	**8,026**	**(2,636)**
Restricted Funds					
Affordable Housing	1,218	-	-	-	1,218
WNCLT	0	55,438	13,297	-	42,141
Children's Centre	2,041	7,500	948	-	8,593
Civic & Community Building	(60)	116,068	164,902	-	(48,894)
H & W Early	2,705	-	363	-	2,342
H & W Young People	500	-	500	-	0
H & W Coronary	2,436	-	391	-	2,045
H & W Older	3,078	-	543	-	2,535
Hospital visits	1,384	-	-	-	1,384
REACH	(2,334)	38,500	34,216	(1,950)	0
Prudhoe North	5,000	10,000	10,000	-	5,000
Marketing & Communication	8,863	0	2,788	(6,076)	0
Social Enterprise	(6,709)	60,502	49,284		4,509
Volunteer Centre	2,657	43,989	30,732		15,914
	20,779	**331,997**	**307,964**	**(8,026)**	**36,785**
Total	**40,992**	**405,705**	**412,548**	**0**	**34,149**

15. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	1,988	3,128	**5,116**
Current assets	(3,238)	133,121	**129,883**
Creditors amounts falling due within one year	(1,386)	(58,244)	**(59,630)**
Creditors amounts falling due after one year	-	(41,220)	**(41,220)**
	(2,636)	**36,785**	**34,149**