

MILFIELD READING ROOM

England & Wales · Charity number 1092983

Details

Status Registered

Legal form Other

Registered 2002-07-16

Register [View on the Charity Commission register](#)

Contact

Address Retlaw
Main Road
Milfield
Wooler
NE71 6JD

Phone 07775780121

Email Milfield.ReadingRoom@gmail.com

Activities

Objects: 1) THE OBJECT OF THE CHARITY IS THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR USE BY THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR:A) MEETINGS, LECTURES AND CLASSES, AND,B) OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE INHABITANTS.2) THE LAND IDENTIFIED IN PART 3 OF THE SCHEDULE TO THIS SCHEME MUST BE RETAINED BY THE COMMITTEE FOR USE FOR THE OBJECT OF THE CHARITY.

Activities: Provides buildings/facilities for sport and recreation

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Northumberland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£15,861	£16,744	-	-
2024-03-31	£11,100	£121,789	-	-
2023-03-31	£117,530	£4,117	-	-
2022-03-31	£28,027	£8,612	-	-
2021-03-31	£13,145	£15,157	-	-

Trustees

Name	Role	Appointed
JOHN WILLIAM FAIRBAIRN	Chair	2011-12-01
Jonathan Richard Darlington		2022-06-29
NEIL SANDILANDS		2023-07-19
Rev Tim Moore		2024-12-18
Robert Ian Muir Russell		2025-11-12
Stuart Dobson Mr		2023-07-19

MILFIELD READING ROOM

England & Wales - Charity number 1092983

Accounts

Milfield Reading Room Trustees' annual report for the period 1st April 2022 to 31st March 2023.

Reference and administration details.

Charity Name. Milfield Reading Room

Other names Charity is know by MRR

Registered Charity Number 1092983

Charity's principal address. Milfield Reading Room
Main Road
Milfield
NE71 6HT

Names of the Charity Trustees who manage the Charity

John William Fairbairn. Chairman
Jonathan Richard Darlington Treasurer
John David Hughes Secretary
Iain Burn
Allan Colman
Collin Pattern Jeffries
Julie Fairbairn

Names and Addresses of Advisers (Optional Information)

Community Action Northumberland
Louise Currie (Village Hall Adviser)
Front Street,
Pegswood ,
NE61 6UF

The Charity has no Staff

Structure governance and management

Description of the Charity's trusts

Type of Governing Document:

Order of the Charity Commission Sealed on the 17th May 2002 as amended on the 11th May 2019

How the Charity is Constituted

Unincorporated Association

Trustee selection methods

The Trustees are appointed or reappointed annually at the Annual General Meeting

Additional governance issues(optional)

Membership is open to all residents of Milfield and North Northumberland. The trustees oversee the day to day running of the Reading Room. The Trustees seek the views of members and user groups in deciding how to run the Charity and what activities are required.

There are Child Protection, Vulnerable Adults, financial control and safeguarding policies in place which are reviewed annually.

The Trustees and volunteers receive no remuneration or other benefits.

We are considering reviewing the annual appointment of all trustees to reduce the risks of a lack of continuity and reviewing the trusts structure for the future.

Objects and activities

Summary of the objectives of the Charity set out in its governing Document

- 1) The object of the Charity is the provision and maintenance of a Village Hall for the use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including for use for a) meetings, lectures and classes, and b) other forms of recreation and leisure time occupation, with the object of improving the conditions and life for the inhabitants.
- 2) The land inventoried in part 3 of the schedule of the scheme must be retained by the committee for the use for the objects of the charity.

Summary of the main activities undertake for the public benefit In relation to these objects

When planning our activities we keep in mind the Charity Commission's guidance on public benefit at our trustee meetings.

Our main activities are providing meeting space for community groups to operate at minimal cost.

We are working with RuralUs to encourage new groups to start following the Covid 19 closure of many community groups.

We are exploring an emergency hub/warm hub for the community and run a coffee morning every week.

The Art Group has become well established and the snooker billiards table is now well used.

Additional details of objectives and activities (Optional Information)

We are progressing with the final stages of the refurbishment of the exterior of the Reading Room

Achievements and performance.

The snooker/billiard table is now well used, we have established a Small Art Club and have a community coffee morning operating every week. The exterior renovations including a new drain are well underway. The fencing and paving are nearly complete. The Roof repairs are completed. Much of this year has been taken up raising funds to purchase the Methodist Chapel building which we rely on to run the table tennis club and other larger events such as the Coronation Lunch. We have now raised the funds thanks to the generosity of various donors and trusts and are in the final stages of the purchase process. We hope to be able to increase our user groups and offering, once we have a larger space to enhance the community engagement.

Financial review

Brief Statement of the Charity's Policy on reserves

WE AIM TO HOLD 6 MONTHS RUNNING COSTS AS A RESERVE. The main risk to the Charity is the time it has taken to restart groups and rebuild public confidence in meeting. Our total receipts were £117,530 Our expenditure was £4,117. Our current bank bank balance at the end of the year was £141,744 with cash of £497 and an unbanked cheque of £30. Designated funds are as follows: Church purchase £83,426 Exterior improvements £28,500 111 club prize fund £979 Table tennis club £516 leaving £28850 in unrestricted funds.

Details of any funds materially In deficit

None.

Further financial review details (Optional Information)

Our main source of funds has been grants and donations to cover the purchase of the Church building . The 100 club has continued to operate its monthly draw. Room hire is now received for the coffee morning, Art Club, Parish Council meetings and monthly church service. The billiard snooker table is now very well used on a daily basis. Significant expenditure has occurred on the external improvements thanks to a lottery grant.

Other optional information

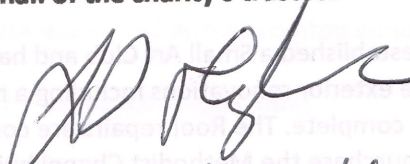
We are in the final stages of purchasing the Methodist Chapel to preserve community facilities which would be lost; our current building is not large enough to take them on. With both buildings we can keep the community sustainable and expand our activities.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

John David Hughes

Position

Secretary / Trustee

Date

14/7/23





CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Milfield Reading Room	No (if any) 1092983
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CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/22	To	Period end date 31/03/23
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Receipts from Charitable Activities	4,867	-	-	4,867	2,356
Government Grants Received	120	-	-	120	21,771
Other Grants Received	-	111,926	-	111,926	288
Bequest	-	-	-	-	3,112
Other Receipts	101	516	-	617	500
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	5,088	112,442	-	117,530	28,027
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,088	112,442	-	117,530	28,027
A3 Payments					
Payments on Charitable Activities	4,117	-	-	4,117	1,673
Refurbishment Payments	-	-	-	-	4,568
Other Payments	-	-	-	-	2,371
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	4,117	-	-	4,117	8,612
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,117	-	-	4,117	8,612
Net of receipts/(payments)	971	112,442	-	113,413	19,415
A5 Transfers between funds	- 424	424	-	-	-
A6 Cash funds last year end	28,303	555	-	28,858	9,443
Cash funds this year end	28,850	113,421	-	142,271	28,858

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	28,353	113,421	-
	Cash	497	-	-
		-	-	-
	Total cash funds	28,850	113,421	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Reading Room Building	General Fund	-	-
	Fixtures and Fittings in Building	General Fund	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name: Milfield Reading Room

**On accounts for the year
ended**

31st March 2023 **Charity no
(if any)** 1092983

Set out on pages

1-2

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

**Independent
examiner's statement**

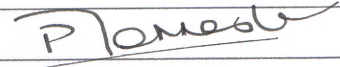
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: 

Date: 19th January 2024

Name: Peter Forrester

**Relevant professional
qualification(s) or body
(if any):**

Address: 3 Whitton Park

Milfield

NE71 6HT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

As reported in the previous accounting period money from cash raising events was historically casually recorded and this practice carried forward for 6 months into the year ended 31st March 2023. The amounts involved are minor and since October 2022 a double-entry bookkeeping system has been used.

The independent Examiner would make the following observations:

1. It would be good practice to record the names of persons handling cash receipts
2. During the accounting period the Trust decided to purchase the old Methodist church. The financial risks associated with the transaction did not appear to be recorded in the Trust's minutes.

Date: 16th January 2024

Signed: [Signature]

Signed:

Name: Peter Forrester

Name:

Relevant professional qualification(s) or body (if any):

Relevant professional qualification(s) or body (if any):

Address: 3 Wilton Park, Milfield, Newcastle

Address:

MILFIELD READING ROOM

England & Wales - Charity number 1092983

Accounts

Milfield Reading Room Trustees' annual report for the period 1st April 2021 to 31st March 2022.

Reference and administration details.

Charity Name. Milfield Reading Room

Other names Charity is know by MRR

Registered Charity Number 1092983

Charity's principal address. Milfield Reading Room
Main Road
Milfield
NE71 6HT

Names of the Charity Trustees who manage the Charity

John William Fairbairn. Chairman
Allan Colman Treasurer
John David Hughes Secretary
Iain Burn
Robert De Thorp. Resigned 28/6/21
Collin Pattern Jeffries

Names and Addresses of Advisers (Optional Information)

Community Action Northumberland
Louise Currie (Village Hall Adviser)
Front Street,
Pegswood ,
NE61 6UF

The Charity has no Staff

Structure governance and management

Description of the Charity's trusts

Type of Governing Document:

Order of the Charity Commission Sealed on the 17th May 2002 as amended on the 11th May 2019

How the Charity is Constituted

Unincorporated Association

Trustee selection methods

The Trustees are appointed or reappointed annually at the Annual General Meeting

Additional governance issues (optional)

Membership is open to all residents of Milfield and North Northumberland. The trustees oversee the day to day running of the Reading Room. The Trustees seek the views of members and user groups in deciding how to run the Charity and what activities are required.

There is a Child Protection and Vulnerable Adults and safeguarding policy in place which is reviewed annually.

The Trustees and volunteers receive no remuneration or other benefits.

Objects and activities

Summary of the objectives of the Charity set out in its governing Document

The object of the Charity is the provision and maintenance of a Village Hall for the use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including for use for a) meetings, lectures and classes, and b) other forms of recreation and leisure time occupation, with the object of improving the conditions and life for the inhabitants. The land inventoried in part 3 of the schedule of the scheme must be retained by the committee for the use for the objects of the charity.

Summary of the main activities undertake for the public benefit In relation to these objects

When planning our activities we keep in mind the Charity Commission's guidance on public benefit at our trustee meetings.

Our main activities are providing meeting space for community groups to operate at minimal cost.

We are working with RuralUs to encourage new groups to start following the Covid 19 closure of many community groups.

We are exploring becoming an emergency hub for the community and have started a coffee morning every week as a warm hub.

Additional details of objectives and activities (Optional Information)

We are extremely grateful for the very many hours volunteers have put in to assisting with the refurbishment works during the long Covid 19 closures especially as this has meant working individually to comply with social distancing. Without this help we could not have completed the refurbishments or achieved as much as we have.

Achievements and performance.

Much of this period has been influenced by Covid 19 restrictions meaning we were effectively closed. We had commenced essential renovation works as our building was over 100 years old and no longer fit for the 21st Century just prior to the covid 19 outbreak. As a result of which the renovations came to a halt. Once work was allowed to restart there was a shortage of building materials which caused more delays and an escalation of cost and severely delayed reopening. We were very fortunate that the community provided assistance with many hours of free labour and expertise including the plumbing and kitchen fitting, digging out old concrete floors, demolishing walls and barrowing in tonnes of new concrete. We now have a building that is fit for purpose and should not require substantial internal work for a good few years.

Since reopening the snooker/billiard table is now well used, we have established a Small Art Club and have a community coffee morning operating every week.

We have held a community engagement event to seek out what groups and activities the community are seeking and are working to develop these.

We are now looking to fully restore and improve the exterior of the building to increase its usability and aesthetics.

Financial review

Brief Statement of the Charity's Policy on reserves

Following the Covid 19 pandemic the trustees are looking to adopt a reserves policy of 1 years running costs. The main risk to the Charity is the time it will take to restart groups and rebuild public confidence in meeting in larger groups. We anticipate that it may take some time to re establish full use. We received £21,771 income from Covid 19 Government grants and a legacy of £3,112. Our total income was £28,027. Our expenditure was £8,612 of which £4,568 was on completing the refurbishment of the interior of the Reading Room. Our current bank balance at the end of the year was £28,121 with cash of £737.

Details of any funds materially In deficit

None.

Further financial review details (Optional Information)

Our main source of funds has been Government grants to cover the closures imposed by The Covid 19 pandemic and National Emergency. We have also received a small legacy for a former trustee's estate for which we are very grateful. The 111 club has continued to operate its monthly draw and membership during the pandemic. Letting and room hire have been minimal due to enforced closure.

Other optional information

We are waiting to hear if we are successful with a lottery grant bid to fully renovate the exterior of the building. If we are successful with this it will enhance the usability of the building and the appearance of the village, and mean the building should not need any major works for many years. We looking at the possibility of expanding operations to include the old Methodist Church Building as this is closing and without it many community facilities will be lost. Our current building is not large enough to take them on. With both buildings we could keep the community sustainable and expand our activities.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name John David Hughes

Position Secretary /trustee.

Date 27/1/2023



Receipts and payments account

For the period from	Period start date 01/04/21	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Receipts from Charitable Activities	2,356	-	-
Government Grants Received	21,771	-	-
Other Grants Received	288	-	-
Bequest Received	3,112	-	-
Other Receipts	500	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	28,027	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	28,027	-	-
A3 Payments			
Payments on Charitable Activities	1,673	-	-
Refurbishment Payments	4,568	-	-
Other Payments	2,371	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	8,612	-	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	8,612	-	-
Net of receipts/(payments)	19,415	-	-
A5 Transfers between funds	- 555	555	-
A6 Cash funds last year end	9,443	-	-
Cash funds this year end	28,303	555	-

Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Bank Account	28,121
	Cash	182
		-
	Total cash funds	28,303
	(agree balances with receipts and payments account(s))	OK

Categories	Details	Unrestricted funds to nearest £
B2 Other monetary assets		-
		-
		-
		-
		-
		-

Categories	Details	Fund to which asset belongs
B3 Investment assets		

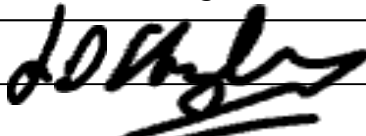
Categories	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Freehold land & buildings (the Reading Room) bought on 18 June 1948 for £1	Unrestricted funds

Categories	Details	Fund to which liability relates
B5 Liabilities		

Signed by one or two trustees on behalf of all the trustees

Signature

Print N



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o (if any)
1092983

ounts

Period end date
31/03/22

CC16a



Total funds
to the nearest £

Last year
to the nearest £

2,356	1,147
21,771	11,334
288	-
3,112	-
500	664
-	-
-	-
-	-
28,027	13,145

-	
-	-
-	-
28,027	13,145

1,673	730
4,568	13,413
2,371	1,096
-	-
-	-
-	-
-	-
-	-
-	-
8,612	15,239

-	
-	
-	-
8,612	15,239

19,415	- 2,094
-	-
9,443	11,537
28,858	9,443

the period

Restricted funds
to nearest £

-
555
-
555

OK

Endowment funds
to nearest £

-
-
-
-

OK

Restricted funds
to nearest £

-
-
-
-
-
-

Endowment funds
to nearest £

-
-
-
-
-
-

Cost (optional)

-
-
-
-
-

Current value (optional)

-
-
-
-
-

Cost (optional)

1
-
-
-
-
-
-
-
-

Current value (optional)

-
-
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-
-
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-
-
-

Amount due (optional)

-
-

When due (optional)

	-	
	-	
	-	

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Date of approval

ghes

25/01/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Milfield Reading Room

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

1092983

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: Peter Forrester

Date: 26th January 2023

Name: Peter Forrester

**Relevant professional
qualification(s) or body
(if any):**

Address: 3 Whitton Park

Milfield

Northumberland, NE71 6HT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Cash receipts from the two forms of cash raising events were casually recorded in the review period (as had been the historical practice) and therefore cannot be voucher sampled or checked for accuracy.

Whilst a theoretical petty cash 'loss' can be calculated it is relatively small as a percentage of total income, there having been large grant receipts in the period. However, the lack of financial control over petty cash receipts and for some payments is a matter of concern. Vouchers for expenditure incurred were also not always retained.

It is acknowledged that the newly appointed Treasurer has now identified and rectified all of the control deficiencies and has carefully reconstructed the accounts from bank statements and any retained vouchers, seeking explanations from the Trustees where required.

On balance, therefore, the Independent Examiner believes the accounts materially reflect a fair record of income and expenditure.