



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.10.2023 **Period start date** **To** 30.09.2024 **Period end date**

Charity name: Ashington Veterans and Elders Institute

Charity registration number: 1101024

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide facilities for recreation and other leisure time occupation, in the interest of social welfare, with the object of improving the conditions of life of the inhabitants of Ashington and the surrounding areas.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Members continued to have 8am until 11pm access to the building which provides snooker, billiards, darts and indoor table games.</p> <p>They can socialise over refreshments, watch tv, or use the institute as a drop-in centre if they wish.</p> <p>Members can join local snooker and billiards leagues which enables contact and establishes friendship with others in the local community who have similar interests. We have five teams playing in local snooker and billiards leagues.</p> <p>We once again ran internal competitions and held special events including a free member's day, two exhibition matches and six music nights during the year.</p> <p>We continued to include live acts, bingo and quiz sessions in these nights, run a raffle and provide pie and peas and free tea and coffee.</p> <p>Members and visitors continued to have access to our established community garden to either work in or relax in.</p> <p>We continued and extended our woodworking workshop which members can join and either help with institute projects or use equipment for their own private projects.</p>

		<p>We included other organisations like Northumbria Early Intervention in Psychosis in our painting workshops.</p> <p>Our established local guitar group continued to practice twice a week for most of the year and small crafts and activity workshops were held occasionally.</p> <p>We continued to run excursions, going to York and Whitby. We sold out both trips, giving our own members first chance to buy tickets before opening sales up to the community.</p> <p>We combined the Whitby trip with billiards matches.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Trustees have access to Charity Commission files which they can print off themselves if they wish to have hard copies. They are encouraged to do this.</p> <p>Any changes are communicated at committee meetings.</p> <p>Each Trustee has to log on to The Charity Commission website with their own password. The Treasurer and Secretary have advanced access which allows them to make changes to and update our details where necessary.</p> <p>This year we amended our Constitution in line with Charity Commission guidelines.</p> <p>At the next meeting following our AGM, Trustees sign a declaration confirming that they will act in the interests of our charity.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity does not normally make grants to other organisations.
Policy on social investment including program related investment	Para 1.38	The charity does not normally get involved in social investment.
Contribution made by volunteers	Para 1.38	The charity only normally seeks contributions from volunteers when working parties are needed for the upkeep of the premises. Volunteers help to keep the place clean and tidy, organise events and

		<p>help to maintain the quality of the snooker tables.</p> <p>We had a good response from volunteers as we went through various stages of our extension project this year.</p> <p>Around 12 volunteers are involved in running the community garden.</p> <p>More volunteers joined our woodworking project again this year, raising money for local charities. Activities include cutting, painting and selling.</p> <p>Volunteers themselves suggested improvements and new designs all the time. We added clocks and lifeboat items to our range this year.</p> <p>Coffee mornings became an even stronger part of the institute again this year, and our Garden Club members continued to run these events themselves. These continue to be held on the first Saturday of every month, even during the winter. More of our volunteers got involved in these activities this year.</p> <p>One of our volunteers is a member of Ashington Camera Club and he continued to showcase the activities of AVAEI. He continued to photograph our music nights, excursions and exhibition matches, so these photos could be displayed around the building, used on social media and used on our website.</p> <p>He once again produced collages of our main activities.</p> <p>Another of our volunteers is a talented artist, and he has donated paintings of our premises to be displayed inside the building.</p> <p>Another member runs flower arranging sessions in our activity room.</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Our main achievement this year was to raise enough funding to extend and modernise the institute, and to deliver the project on time and without using any of our reserve finances.</p> <p>We improved the layout, created a new, larger activity room, installed a fire alarm, redecorated and rewired the place, bought new furniture and equipment and upgraded our access toilet.</p> <p>All of this enabled us to increase numbers at our events. We also created a new Social Member option – over 30 such members joined us last year.</p> <p>We again increased our member numbers, introduced more Garden Club members and again encouraged more women to get involved in our activities. 47 females were members at the end of the year.</p> <p>One of our Trustees who was appointed Deputy Lieutenant to The Duchess of Northumberland in 2023, has been active in the community, attending functions, helping with community projects and presenting awards.</p> <p>We once again had representatives attend the Royal Garden Party at Buckingham Palace.</p> <p>For third second successive year, AVAEI has a full committee compliment of ten Trustees, the most our Constitution allows.</p> <p>We generated more interest from the local community by improving and extending our activities at Coffee Mornings. Live music being one example.</p> <p>We maintained links with ASDA, and Newcastle Building Society.</p> <p>We continued to sell our popular charity products at our coffee mornings, which again generated more revenue for us. Local crafts and jewellery groups continued to be part of our coffee mornings, and we invited other local charities to fundraise at these monthly events.</p>

		<p>We have now sold over 3,800 products and raised over £30,000 for the NHS and SSAFA locally and now for the RNLI at Newbiggin.</p> <p>We had stalls at several Town Council events including their Christmas lights switch-on and their Summer Fair, which again allowed us to sell these items to people from outside of our local community.</p> <p>Our social media groups now have over 700 members, and our website is again fully-up to date.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>We once again kept our table fees the same as previous years.</p> <p>We kept our annual subscriptions the same as the previous year.</p> <p>We increased our membership numbers, and we broadened our activities and increased numbers attending them.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>We again raised money from our refreshments sales, coffee mornings, room hire and selling through our Small Lotteries Licence.</p> <p>Our excursions, music nights and exhibition matches also helped increase revenue.</p> <p>Our coffee mornings are now a major income stream for us and help us with our connections with the local community. We continued to hold them every month, even during the winter.</p>
Investment performance against objectives	Para 1.41	<p>We do not invest anywhere, other than through our savings account at Lloyd's Bank.</p>
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Trustees were once again very happy with the financial position at the end of the year.</p> <p>The charity is still financially sound, Our regular income is growing and we were happy that energy costs seemed to be levelling off after worrying increases in recent years.</p> <p>We produce regular projections on revenue and expenditure which ensures we have constant awareness of our present and anticipated finances.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We are a not-for-profit organisation and any surplus at the end of the financial year is always put back into the future running of the institute.</p> <p>All surpluses are used for the benefit of members, and a year's regular income held in reserves is our aim.</p>
Amount of reserves held	Para 1.22	£60,046
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	Not applicable.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Trustees have no major concerns about the charity continuing as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Income from snooker table usage and membership fees, room hire, refreshment sales, events and small lottery income.</p> <p>Room hire will increase this year.</p> <p>Exhibition matches, internal competitions, music nights, coffee mornings and activity sessions.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	None planned.
A description of the principal risks facing the charity	Para 1.46	<p>Nothing anticipated, but an aging membership is always a concern in case membership numbers fall.</p> <p>We have locked energy costs into longer-term contracts so uncertainty with potential increases is not as much of a concern.</p>

Other		
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Structure, Governance and Management

Description of charity's trusts:		None.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Institute
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Nominated and seconded by members, appointed at AGM. Election by ballot at AGM if required. Notices for nominations on display one month prior to AGM. Constitution allows for four Honorary Officers and up to four Lifetime Presidents to form a committee of at least six and up to ten. Non-members can be elected as trustees, but have no voting rights.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>New trustees receive links to The Charity Commission website and are encouraged to read about their role as a Trustee.</p> <p>They receive a copy of our Safeguarding, Health and Safety and Equal Opportunities Policies at their first meeting following their appointment. These policies are all on display on the main notice boards.</p> <p>Trustees have access to Charity Commission files which they can print off themselves if they wish to have hard copies. They are encouraged to do this.</p> <p>Any changes are communicated at committee meetings.</p> <p>Each Trustee can log on to The Charity Commission website with their own password. The Treasurer and Secretary have advanced access which allows them to make changes to and update our details where necessary.</p> <p>This year we amended our Constitution in line with Charity Commission guidelines.</p> <p>At the next meeting following our AGM, Trustees sign a declaration confirming that they will act in the interests of our charity.</p>
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Chair, Vice Chair, Treasurer, Secretary, and six other trustees. We currently have no vacancies on the committee.</p> <p>One Lifetime President acts as an Advisor but is not now one of our ten Trustees following our last AGM.</p> <p>We are an individual charity.</p>
Relationship with any related parties	Para 1.51	Regular contact with Age UK, Newcastle Building Society, Earth Balance, RNLI, NHS and SSAFA.
Other		<p>Networking with similar snooker clubs in the area and in wider locations.</p> <p>Developing our website and social media pages. We now have over 700 members of our own Ashington Community Garden Facebook page, (double last year) the institute's main way of informing the public what is happening in the garden and around the institute itself.</p> <p>We regularly update our website to show the latest news and activities around the institute.</p> <p>We contact the local press and local radio station if we feel they might be interested in the activities we run.</p>

Reference and Administrative details

Charity name	Ashington Veterans and Elders Institute
Other name the charity uses	
Registered charity number	1101024
Charity's principal address	Woodhorn Road Back Ashington Northumberland NE63 9AG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	William Thompson	Chair		
2	Kenneth Hicks	Treasurer		
3	Lynn Gray	Vice Chair		
4	Keith Green	Secretary		
5	Ian Besford	Trustee		
6	Alan Oliver	Trustee		
7	Diane Reed	Trustee		
8	Colin Neary	Trustee		
9	Helen Anderson	Trustee		
10	John Hume	Lifetime President		
11				
12				
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18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Keith Green		
John Hume		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) Full name(s) Position (eg Secretary, Chair, etc)	Keith Green	Kenneth Hicks
	Keith Green	Kenneth Hicks
	Secretary	Treasurer
Date	09.11.2024	

(Period from: 01-Oct-2023 to 30-Sep-2024)

Ashington Veterans and Elders Institute 2023/24

Profit & Loss Statement

Income

Associate Membership	£150.00
Community Garden Membership	£69.50
Community Garden Income	
Garden Club Income	£5,203.65
Competitions Income	
Chalk & Tips Money	£20.40
Donations	
Third Party Donations Income	£4,366.26
Full Membership	£2,107.00
Social Membership	£390.00
Grants (Restricted Income)	
(18) Roy and Pixie Baker Trust 2023/24	£1,000.00
(13) W A Handley Trust 2023/24	£5,000.00
(14) C.F. (Coquet Fund) 2023/24	£4,000.00
(15) National Lottery 2023/24	£6,500.00
(9) ASDA Foundation 2023/24	£400.00
(10) Comm Action North'Land 2023/24	£500.00
(12) Ashington LP 2023/24	£20,000.00
(11) Co-op Grant 2023/24	£1,429.22
(16) Ballinger Trust 2023/24	£21,000.00
(17) YAPP 2023/24	£1,000.00
(19) Wolfson Foundation 2023/24	£22,500.00
(20) Barbour Foundation 2023/24	£4,000.00
(21) R W Mann 2023/24	£1,000.00
Miscellaneous Income	£1,215.02
Meters	£5,452.40
Refreshments Income	£2,419.53
Room Hire	£576.00
Small Lottery Income	
Special Events Income	£3,428.92
Tea & Coffee Money	£516.99
Visitors Fees	£71.50

Total Income	£114,316.39
Total Grant Income	£88,329.22
Total Non-Grant Income	£25,987.17

Expenditure

Community Garden Expenditure	£52.98
Garden Club Expenditure	£1,758.08
Competitions Expenditure	
(2)(6)(17) Gas and Electric	£4,037.52
Insurance	£1,218.77
League Fees	
Maintenance & Repairs	£109.13
Grant Expenditure	
(5) Earth Balance Fitting Out	£110.49
(8,12,13,14,15)(16)(18)(19)(20)(21) Building Extension	£98,807.18
(1) NCC E.C.P.I. 2022/23	£168.05
(9) Volunteers thank you music night	£386.17
(10)(11) Pro-Score Snooker/Billiards Equipment	£1,824.51
Third Party Donations Expenditure	£4,366.26
Miscellaneous Expense	£1,455.67
Miscellaneous Supplies	
Refreshments Expenditure	£1,853.33
Council Rates	
Security	£114.40
Small Lottery Expenditure	£20.00
Snooker Equipment/Maintenance	£816.73
Special Events Expenditure	£1,064.00
Stationery	£127.67
Tea and Coffee Supplies	£155.16
Telephone & Broadband	£697.96
Cleaner	£847.15
Toilet/Cleaning/Kitchen Supplies	£198.38
TV Licence	£159.00
Water Rates	£345.47

Total Expenditure	£120,694.06
Total Grant Expenditure	£101,296.40
Total Non-Grant Expenditure	£19,397.66

Total Profit/Loss	(£6,377.67)
Regular Profit/Loss	£6,589.51
Grant Excess/Depletion	(£12,967.18)

Accrued Expenditure	
Adjusted Regular Profit/Loss	£6,589.51

Balances

Cash in hand as at 01-Oct-2023	£339.82
Opening Bank Balance	£36,085.28
Available Opening Balance	£36,085.28
Transferred to Savings A/Cs	£60,000.00
Transferred from Savings A/Cs	£60,000.00
Profit (Loss) to 30-Sep-2024	(£6,377.67)
	£30,047.43

Cash in Hand as at 30-Sep-2024	£495.99
Current Bank Balance	£29,551.44
- Accruals for this Year	
Available Bank Balance	£29,551.44
+ Payments from Previous Year	
	£30,047.43

Current Savings Balance	£30,000.00
Total Cash (including Cash in Hand)	£60,047.43

- (1) NCC E.C.P.I. 2022/23
- (2) James Knott Trust 2022/23
- (3) Co-op Society Garden Grant 2021/22
- (4) NCC Covid Grant 2020/21
- (5) Persimmon Homes 2022/23
- (6) John Bell Trust CF 2022/23
- (7) NCC Covid Grant 2021/22
- (8) NCC Comm Extension 2022/23
- (9) ASDA Foundation 23/24
- (10) Comm Action Northumberland 2023/24
- (11) Co-op Grant for 23/24
- (12) Ashington LP 2023/24
- (13) W A Handley Trust 2023/24
- (14) C.F. Coquet Fund 23/24
- (15) National Lottery 23/24
- (16) Ballinger Trust 2023/24
- (17) YAPP 2023/24
- (18) Roy and Pixie Baker Trust 23/24
- (19) Wolfson Foundation 2023/24
- (20) Barbour Foundation 2023/24
- (21) R W Mann 2023/24

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Ashington Veterans and Elders Institute
Back Woodhorn Road
Ashington
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To Chair of Trustees,

I report on the receipts and payments accounts for the Institute for the year ending 30 September 2024.

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

I am satisfied that the charity is eligible for an independent examination. An independent examination is a form of external scrutiny that provides a limited check on specific matters. This limited form of check contrasts with an audit. I am only required to confirm whether any material matters of concern have come to my attention, whilst an auditor is required to provide an opinion on whether a charity's accounts give a 'true and fair view'.

As an independent examiner it is my responsibility to:

- Examine the accounts under section 145 of the Charity Act,
- Follow the procedures specified in the general directions given by the Charity Commission under section 145(5b) of the Charity Act,
- State whether any particular matters have come to my attention.

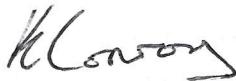
My examination was carried out in accordance with the directions given by the Charity Commission. The examination included a review of the accounting records maintained by the charity and a comparison to the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations concerning 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. The report is limited to those matters set out in the following statement.

Independent Examiners Statement

In connection with my examination, no matters have come to my attention, 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 2011, and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have been met.

Signed

A handwritten signature in black ink, appearing to read 'Ken Conroy', written in a cursive style.

Ken Conroy

16 October 2024