

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 December 2020  
for  
The Diss Corn Hall Trust

Waveney Accountants Ltd  
T/A Newman & Co  
Chartered Accountants  
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IP22 4DD



The Diss Corn Hall Trust

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for the Year Ended 31 December 2020

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**Chairman's Report**  
**for the Year Ended 31 December 2020**

2020 was the Corn Hall's tenth anniversary year and should have been one filled with celebration and fun. Forces beyond our control meant it has been a 'stop-start' year which was adeptly managed by resolute staff and a resilient group of volunteers.

We have had some highs, like the end of year panto but also very low points like the day we heard of the death of one of our most valued volunteers, Paul Howling who has played such an important part in the organisation. Since the opening of the Corn Hall, he has quietly yet reliably organised the stewarding of the Corn Hall for countless events, ensuring that everyone was trained and in place to welcome visitors and audiences, week after week. We give thanks for his dedication and hope to come together to celebrate his life when possible.

The first quarter exceeded our expectations. However, by the middle of March there was a feeling of impending crisis and the national lockdown, on the first day of Spring, saw the last-minute cancellation of ELO Encounter, the Phil Greenwood exhibition and the Corn Hall doors were closed.

The first lockdown was rather longer than initially expected. The cafe re-opened in July and the Gallery in August. Later that month, the 'live audience' talk about Roger Deakin, also saw our first streamed event, (thanks to Yoshi), more than doubling the number of attendees. Our first live, post lockdown, theatre performance, 'Power' took place on 8<sup>th</sup> October, however our hopes of staying open were dashed by Lockdown 2. More programme cancellations and programme re-arranging were needed by Angela; a frustrating and unrewarding task dealt with efficiently and resolutely. The same for the outreach programme meant similar cancellations.

Ending of Lockdown 2 meant that the optimism of booking *The Magic of Christmas*, a reduced cast Christmas show, was rewarded. A reduced audience run was managed before the inevitability of Lockdown 3. Even this was not uneventful as the cast of three was reduced by a third when the Dame withdrew after breaking an ankle during dress rehearsal, which resulted in a different form of cast. Remarkably the script was re-written overnight and the show went on. The year ended with the Corn Hall closed as planned but, in another sense, unplanned as there was no date set for re-opening.

This doesn't diminish the work done by staff and volunteers in 2020. Despite the pandemic, everyone can congratulate themselves on the way in which they have maintained the Corn Hall presence and, with Lee's direction and everyone's help, kept us Covid safe:

- Despite multiple cancellations and re-programming, the building has opened whenever possible for live events, films/screenings and exhibitions.
- the Box Office remained operational and dealt with issuing the large number of credit vouchers and some refunds caused by rescheduling and cancellations. Many thanks are due to all those who donated their ticket monies to the Corn Hall survival fund.
- A new camera was sourced and purchased to give our first live screening event
- The café opened for the benefit of many regular patrons and the courtyard was well used during the summer.
- The Gallery has had two successful exhibitions and a pre-Christmas affordable art fair
- We had a Christmas Panto when many theatres are still closed, this and other events are only possible with dedicated staff and enthusiastic volunteers

Wherever possible the outreach programme has been maintained:

- *The Start with Art!* re-commenced with the help of Sue Best and volunteers
- *ActNow!* a new grant funded outreach programme, developed by local theatre director Emma Bernard at the request of Lee Johnson, allows 16–24-year-olds to experience theatre training with professionals
- *Time with Friends* allowed a brave few to get out briefly before the next lockdown changed personal meetings to Zoom sessions.

We have remained solvent during closure with the help of private donations and grant funding. Outstanding teamwork by staff and trustees resulted in successful grant applications based on sound financial forecasting and an excellent reputation for the work we do. This has enabled the Corn Hall to survive an unprecedented year:

- Staff were furloughed for all but essential tasks; this together with the government 'Local Restrictions Grant' for businesses helped us through the initial stages
- Arts Council England emergency funding, BFI grant and Culture Recovery Funding provided significant funding to ensure that we remain operational until March 2021. Some of the money received is being used, for advice from a Business Consultant to provide new ideas for the difficulties we still face.
- We were successful in reaching our target for donations for the BigGive and thanks to all our supporters and those who helped in other ways to publicise the event.
- Donations from Friends and local people, and those transferring tickets to rescheduled events have also given important help to reduce losses and ensure we are still viable.

In addition, we took the opportunity to put in place a number of improvements to the building:

- The old theatre lighting has been replaced with new LED lighting with the help of a grant from Business Energy Efficiency, Anglia. This will save energy, reducing costs and provide better quality, more flexible lighting.
- The Waveney Room and the Gallery have been repainted thanks to volunteers' efforts.
- Extract fans have been installed alongside the rooflight above the Foyer which should prevent the over-heating in the Upper Gallery and increase ventilation
- The sash window in the Council Chamber staircase has been replaced and re-opened to improve ventilation.
- An openable rooflight has been provided in the Green Room, further improving ventilation.
- A digital photo frame showing past Mayors has been installed in the Council Chamber lobby

Despite the totally unexpected difficulties we have survived through 2020. As always, many thanks and credit are due to the staff and volunteers who have stood together and shown tremendous resilience during an extremely difficult and debilitating year; one which we hope will not be replicated.

Looking forward, it is our intention to have a greater emphasis on our outreach work and to engage more fully with age groups which we have found difficult to reach, i.e., late teens to early 20s and those particularly hard hit by the economic effects of the pandemic.

Ray Bryant,

Chairman

Dated: 19<sup>th</sup> July 2021

**Operating and Financial Review**  
**for the Year Ended 31 December 2020**

**Artistic Programme Manager's Report**

January and February 2020 saw Corn Hall income and audience numbers keeping pace with our record year in 2019. In fact the last week of January hit a new sales high (panto aside), so expectations were buoyant for the coming year.

Then, news of Covid 19 spreading in Europe and increasingly worrying predictions of a potential global pandemic began to have a chilling effect on ticket sales and audience confidence. As the situation worsened, it was clear that it was only a matter of time before we would have to cease operation. On Friday 20<sup>th</sup> March, in line with the national lockdown, we closed our doors and would not reopen them to the public until July.

The doors may have been closed but our customers needed reassuring that we were still there. They needed to know that we would keep them informed of what was happening about events they had tickets for, that we were working to reschedule events and that, should they need it, we would refund their tickets. This required a constant presence and many hours of work.

True to form our astonishingly committed Box Office volunteers offered to continue providing an off-site email Box Office service six days a weeks. There is no doubt that their commitment and professionalism throughout is largely responsible for the fact that overwhelmingly, our customers who had tickets were either happy to reschedule (sometimes two, three and four times) or even to donate the value of their tickets.

As lockdown began to ease in July the café made the most of the excellent weather and our sizeable outdoor space to provide a much-needed, welcoming and safe place for the community to meet after so long in isolation.

And, with indoor events still not allowed, our proactive gallery team of David Case and Jean Page, assisted by Emilia Symis, Matt Kirkum and David Bateman helped breath cultural life back into the Corn Hall, mounting two art exhibitions soon after we reopened.

We could hold indoor events in late August, but would our stewarding team feel safe to come back yet? Given the risks, we were humbled and grateful that so many were prepared to return enabling us to restart our programme. Special thanks here go to Sue Pett for stepping in to put the stewarding rota together brilliantly and under such tricky conditions.

The volunteers willingness to return was also a measure of the excellent job that our Operations Manager, Lee Johnson did putting all the necessary Covid-19 security measures in place and briefing everyone. And when events started on the 22<sup>nd</sup> August, it was lovely to hear from our customers that they felt very safe and were delighted to be back as well!

In a year when the programme was often more about what hadn't been rescheduled and what we could manage to make happen, there were nonetheless some great highlights.

The talk about local nature writer, Roger Deakin not only had a very respectable live audience, it was also our first livestreamed event and this effectively doubled our audience. All credit to Venue Technician, Yoshi Shinagawa for sourcing and mastering the equipment needed for us to take advantage of this new technology.

Our outdoor theatre was understandably very popular and we're hugely grateful to The HandleBards and DOT Productions for committing to touring in a year when everything was so uncertain.

The Summer and Halloween Stage Schools, gave 8-11 yrs olds great enjoyment and a chance to socialise after being cooped up too long in their homes, as did Start with Art! this time 'With Animals'. Huge thanks to Rachael Baker who, with the help of Sue Best and her team of volunteers delivered a fantastic array of linked creative activities which, if it's possible, were more appreciated than ever.

It was fantastic too when, at last, we were able to hold some real, live theatre with POWER! The fact that we were able to facilitate the final rehearsal period at the Corn Hall, made it all the more special.

Our Wednesday films were really appreciated too. For those living on their own, it was a regular chance to "get out of the house" and to meet up with friends.

We were determined that Christmas in Diss would NOT be cancelled and were thrilled that JezzO Events were able to put The Magic of Panto show together for us. A three-hander, what it lacked in bodies, it made up for in magic, explosions, fun, music and bags of laughter! Seeing the happy faces of families after the show was a huge tonic to all of us at the Corn Hall. In a year when we often struggled because of restrictions to do what we do best – to bring people together and entertain them – it really felt like we were making a difference.

The Diss Corn Hall Trust

Operating and Financial Review  
for the Year Ended 31 December 2020

I end this report with a special mention of our much-loved stewarding manager, Paul Howling who died in March this year. His contribution to the Corn Hall over so many years was immeasurable and he is sorely missed.

Angela Sykes  
Programme Manager

## **Arts and Heritage**

2020 was our first year without a full-time Arts and Outreach Manager. When Jess Vincent had left in October 2019, Angela and Lee generously volunteered to take over responsibility for managing a group of facilitators to lead each of the Corn Hall outreach programmes. This arrangement allowed our programmes to continue successfully through the first quarter of 2020. Then, as for other programmes at the Corn Hall, our work was much reduced by the three lockdowns and restrictions on personal activities. However, where possible the outreach programme has been maintained and continued through 2020:

*Start with Art!* restarted with the help of the *SWA!* volunteers. Two of the three originally planned sessions for 2020 took place and featured an artist in residence enabling the young participants to work alongside a 'real' artist which was greatly appreciated so whenever possible this development will be included in future *SWA!* sessions. We are extremely grateful for the dedication and inventiveness of Rachel Baker IMPS who has been so creative in devising and leading these sessions. When illness meant she was no longer able to be present at the October session, the *SWA!* volunteers stepped up and worked hard to ensure the activities she had devised were delivered in the true spirit of child led creativity within the safety of the restrictions at the time.

*Arts Award* began the year with the students experiencing a wide range of creative opportunities to help them to develop their skills following on their success with Bronze and Silver awards last year but as lock down began and on-line learning became their norm the students decided that they would prefer to wait until the sessions could once again happen in person. The group stayed in touch through lockdown and almost reconvened in November just as the further lockdown was announced; it was during this time that Lily's entry into the national Big Draw competition was selected as one of the winning artworks by Suffolk artist Valerie Irwin. It was also during this time that the moderation of the work of Debbie, a Gold student, was postponed by Trinity College London; we await the resumption of their moderation of the awards when circumstances permit to resubmit her portfolio.

*ActNow!* - a new Arts Council England funded programme, initiated and developed (with funding from Norfolk and Norwich Festival) by Emma Bernard, a Theatre Director living in Diss. Supported by Lee Johnson, a successful application for funding was made to the Arts Council. This programme allows 16–24-year-olds to experience theatre training in workshops led by a range of professionals, including actors, directors and technical staff. This was an urgent response to the pandemic and to ensure that young people were focused on getting their voices heard. The project was designed to run from 2020 into 2021 with a live performance programmed for 23<sup>rd</sup> March 2021, the anniversary of the first lockdown. The project started recruitment in October 2020 with the first 'in person' socially distanced workshops taking place in November 2020. The project continued into December and then at the start of 2021 moved entirely online and sessions were held via Zoom.

*Time with Friends* had a really good start to 2020 with being awarded funding from the Connecting Older People's fund via Norfolk Community Foundation; this was to help pay participants travel costs to ensure they could get to the sessions. The first couple of meetings were in person and saw participant numbers above twenty per session. Then the meetings were forced to cease by the March lockdown. It was not until August 2020 that they started meeting again in person and it was obvious that this much needed provision was indeed needed. The wellbeing of participants had clearly of over twenty e participants wellbeing and responsiveness. Not just participants but also the carers of those living with Dementia had a noticeable change. In person meetings continued throughout the rest of 2020, even meeting in person during the November lockdown as Time With Friends is a support group. However, a decision was made to move the meetings online at the start of 2021 and these increased too twice monthly.

*Summer and Halloween Stage Schools* – now a regular fixture of the Corn Hall outreach calendar, these sessions provide much needed creative activity for young people. Led by professional theatre practitioners, Jen Alexander and/or Rachel Miller these sessions usually follow a theme which allows young people to build and develop their singing, acting, interpersonal skills allowing then to grow in confidence over a three-day period. August 2020 was led by Rachel Miller, founder of Greasepaints Theatre School, she took on the Roald Dahl story and musical "Matilda". Due to the pandemic, the numbers for the *Summer Stage School* were smaller than in previous years, but after three days of intensive song learning and rehearsing, the small cast managed to put on a wonderful production of singing and dancing which was enjoyed by their parents and family friends.

*Halloween Stage School* was led by Jen Alexander and of course what can only be the theme – ghosts and ghouls! Another 3-day intensive stage school saw the young participants put together a show that not just thrilled the audiences but saw zombies, ghosts and vampires walking around the Corn Hall for those days. Feedback from the Stage School workshops are always positive, and this year was no different, with very supportive feedback from participants and their parents/carers.

We are hoping for more personal contacts in 2021 and will be seeking more funding to keep these valuable sessions available to all.

**Sue Best**  
**Trustee**

## The Diss Corn Hall Trust

### Report of the Trustees for the Year Ended 31 December 2020

The trustees present their report and the financial statements for the year ended 31 December 2020, which are also prepared to meet the requirements for a directors' report and accounts for Companies House purposes.

Since the company qualifies as small under section 383 of the Companies Act 2006, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

#### **Charitable objectives**

The trustees have had due regard to guidance issued by the Charity Commission on public benefit when reviewing the Charity's objectives, activities and achievements. These are taken into consideration when planning for the future. All charitable activities are undertaken to further charitable purposes for the public benefit. The Trust was formed to provide public benefit by advancing the education of the public in the performing arts, the creative arts and the visual arts and in furtherance of these objects to provide and manage an arts centre in Diss.

#### **Mission statement**

The mission of the Corn Hall Trust is:

- o to create a first-class multi-use arts performance, community, heritage and educational centre for the people of Diss and the surrounding area;
- o to improve the Hall to create facilities appropriate for the 21st century, enabling existing space to be better used, creating income generating opportunities that will ensure its long-term viability;
- o to use the Corn Hall as the catalyst for economic, cultural and community generation within the old town of Diss

#### **Management and organisation**

As a company limited by guarantee the governing instrument of the Trust is its memorandum and articles of association. The Trust is a registered charity and so the directors of the company (the Trust) are both directors for the purposes of company law and trustees for the purposes of charity law; they are referred to as trustees.

#### **Membership**

Membership is open to any person or organisation interested in promoting the objects of the Trust, and whose name is included in the Register of members. The trustees may set a fee to be payable for membership but no fee is currently payable. Membership is not transferable.

The trustees may terminate the membership of any person or organisation whose continued membership would, in their reasonable view, be harmful to the Trust, but only after notifying the member concerned in writing and considering the matter in the light of any representations put forward by the member within fourteen clear days of such notice.

#### **Trustees**

The trustees manage and control the Trust and its assets. The Trust board comprises at least three trustees and those trustees appoint from among themselves such officers as they think fit; currently the officers comprise a chairman, deputy chairman, treasurer and secretary. The trustees have appointed an Operations Manager to undertake the day to day operations of the Trust, an Artistic Programme Manager, and a Venue Technician. A number of volunteers have been recruited to carry out various roles for the Trust.

The trustees in office are subject to reappointment by the members; one-third of the trustees retires by rotation but may stand for re-election at the AGM. Those retiring this year are Ray Bryant and Aileen Bradley. In addition trustees who are co-opted onto the board since the AGM stand down and may seek election at the following AGM.

#### **Governance**

The trustees have appointed a finance and operations committee to meet monthly to consider the financial situation of the Trust and the risks and opportunities presented. The Treasurer reviews all expenditure and chairs the formal finance and operations committee which reviews quarterly income and expenditure statements, the annual accounts and any other financial matters. The minutes are circulated to the trustees at board meetings. Systems and procedures have been put in place to mitigate any risks, and policies have been adopted to ensure consistency of treatment; these are subject to regular review. All volunteers are given induction training and specific training for the roles they wish to perform.

#### **Review of developments, activities and achievements**

The Trust was formed to develop and operate an arts and heritage centre in Diss. The Trust has agreed a 35-year lease with Diss Town Council. An exciting and diverse range of programmes has been developed since opening in 2010 has continued to attract a growing audience in the Corn Hall following major refurbishment.



## The Diss Corn Hall Trust

### Report of the Trustees for the Year Ended 31 December 2020

In addition to the Trusts arts activities, a programme of heritage events and outreach has continued with support from the Arts Council, BFI/ Film Hub, The Big Give, Norfolk Community Foundation, Geoffrey Watling, as well as donations. The financial position of the Trust is shown in the attached financial statements.

#### **Demonstrating public benefit**

The Trust has provided public benefit by advancing the education of the public in the arts through open to the public throughout the year. Theatre, film, comedy, music, dance, art and the spoken word are all catered for to provide an interesting and varied programme offering something for all ages and all interests. The Trust has sought to retain its existing audiences and build new ones.

#### **Statement of Trustees' Responsibilities**

Charity law requires the trustees to prepare financial statements for each financial year, which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- o Select suitable accounting policies and then apply them consistently;
- o Observe the methods and principles in the Charities SORP;
- o Make judgements and estimates that are reasonable and prudent;
- o State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- o Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **FINANCIAL REVIEW**

##### **Reserves policy**

Reserves are needed to cover committed and unexpected expenditure.

The trustees have identified the need to reserve three months running costs, which, pre-pandemic, amounted to £45k. For this purpose, running costs exclude direct event costs (covered by ticket sales) and depreciation.

The current level of unrestricted reserves, £40,441 excluding fixed assets. The trustees are looking at other sources of income to bridge the gap.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

06964297 (England and Wales)

##### **Registered Charity number**

1136553

##### **Registered office**

The Corn Hall  
St Nicholas Street  
Diss  
Norfolk  
IP22 4LB

The Diss Corn Hall Trust

Report of the Trustees  
for the Year Ended 31 December 2020

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

Sue Best

Aileen Bradley

Chris Brown

Ray Bryant

Richard Budds

Karen Sheen

Peter Norman

Chairman

Treasurer

- Resigned 13.1.20

- Appointed 27.1.20  
Resigned 12.4.21

**Company Secretary**

Carole Hunt

- Appointed 8.4.20

**Independent examiner**

Wayne Goddard

ICAEW

Waveney Accountants Ltd

T/A Newman & Co

Chartered Accountants

4b Church Street

Diss

Norfolk

IP22 4DD

Approved by order of the board of trustees on 19<sup>th</sup> July 2021 and signed on its behalf by:



Ray Bryant - Chairman

Independent Examiner's Report to the Trustees of  
The Diss Corn Hall Trust

**Independent examiner's report to the trustees of The Diss Corn Hall Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.


**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



Wayne Goddard  
FCCA ACA CTA  
Waveney Accountants Ltd  
T/A Newman & Co  
Chartered Accountants  
4b Church Street  
Diss  
Norfolk  
IP22 4DD

Date: 14 August 2021

Consolidated Statement of Financial Activities Including Income and Expenditure Account  
for the Year Ended 31 December 2020

		Unrestricted funds	Restricted funds	31.12.2020 Total funds	31.12.2019 Total funds
	Notes	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and fundraising	3	12,913	10,899	23,812	36,479
Trading operations		57,323		57,323	74,065
<b>Charitable activities</b>					
Corn Hall operations	5	99,202		99,202	321,452
Grants receivable		76,789	80,890	157,679	15,580
<b>Total</b>		<b>246,226</b>	<b>91,789</b>	<b>338,015</b>	<b>447,576</b>
<b>EXPENDITURE ON</b>					
Trading expenditure		57,322		57,322	67,453
<b>Charitable activities</b>					
Corn Hall operations	6	176,278	54,554	230,832	406,337
Heritage Triangle project					
Governance costs		4,958		4,958	2,814
<b>Total</b>		<b>238,558</b>	<b>54,554</b>	<b>293,112</b>	<b>476,604</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>7,668</b>	<b>37,235</b>	<b>44,903</b>	<b>(29,028)</b>
<b>Net movement in funds</b>		<b>7,669</b>	<b>37,235</b>	<b>44,904</b>	<b>(29,028)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>47,242</b>	<b>145,089</b>	<b>192,331</b>	<b>221,359</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>54,911</b>	<b>182,324</b>	<b>237,235</b>	<b>192,331</b>

Parent Statement of Financial Activities Including Income and Expenditure Account  
for the Year Ended 31 December 2020

		Unrestricted funds	Restricted funds	31.12.2020 Total funds	31.12.2019 Total funds
	Notes	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and fundraising	3	12,913	10,899	23,812	36,479
Donation from subsidiary		6,612		6,612	7,097
<b>Charitable activities</b>	5				
Corn Hall operations		99,202		99,202	321,452
Grants receivable		76,789	80,890	157,679	15,580
<b>Total</b>		195,516	91,789	287,305	380,608
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Corn Hall operations	6	176,278	54,554	230,832	406,337
Heritage Triangle project					
Governance costs		4,958		4,958	2,814
<b>Total</b>		181,236	54,554	235,790	409,151
<b>NET INCOME/(EXPENDITURE)</b>		14,280	37,235	51,515	(28,543)
<b>Net movement in funds</b>		14,280	37,235	51,515	(28,543)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		40,741	145,189	185,930	214,473
<b>TOTAL FUNDS CARRIED FORWARD</b>		55,021	182,424	237,445	185,930

The Diss Corn Hall Trust

Consolidated Balance Sheet  
At 31 December 2020

		Unrestricted funds	Restricted funds	31.12.20 Total funds	31.12.19 Total funds
<b>FIXED ASSETS</b>					
Tangible assets	12	14,470	113,818	128,288	141,592
		<u>14,470</u>	<u>113,818</u>	<u>128,288</u>	<u>141,592</u>
<b>CURRENT ASSETS</b>					
Stock		391		391	672
Debtors	14	16,778		16,778	63,891
Cash at bank and in hand		<u>75,631</u>	<u>68,506</u>	<u>144,137</u>	<u>66,297</u>
		92,800	68,506	161,306	130,860
<b>CREDITORS</b>					
Amounts falling due within one year	15	52,359		52,359	80,121
		<u>40,440</u>	<u>68,506</u>	<u>108,947</u>	<u>50,739</u>
<b>NET CURRENT ASSETS</b>					
		54,911	182,324	237,235	192,331
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>54,911</u>	<u>182,324</u>	<u>237,235</u>	<u>192,331</u>
<b>NET ASSETS</b>					
<b>FUNDS</b>					
Unrestricted funds	16			54,911	47,243
Designated funds				0	
Restricted funds				<u>182,324</u>	<u>145,089</u>
<b>TOTAL FUNDS</b>				<u>237,235</u>	<u>192,332</u>

The notes form part of these financial statements

The Diss Corn Hall Trust

Balance Sheet - continued

At 31 December 2020

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

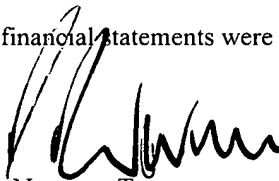
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 19<sup>th</sup> July 2021 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Peter Norman', is written over the text of the signature line.

Peter Norman - Trustee

The Diss Corn Hall Trust

Parent Balance Sheet  
At 31 December 2020

		Unrestricted funds	Restricted funds	31.12.20 Total funds	31.12.19 Total funds
<b>FIXED ASSETS</b>					
Tangible assets	12	14,470	113,818	128,288	141,592
Social investments	13		100	100	100
		<u>14,470</u>	<u>113,918</u>	<u>128,388</u>	<u>141,692</u>
<b>CURRENT ASSETS</b>					
Debtors	14	27,537		27,537	69,621
Cash at bank and in hand		<u>63,656</u>	<u>68,506</u>	<u>132,163</u>	<u>51,411</u>
		91,193	68,506	159,699	121,032
<b>CREDITORS</b>					
Amounts falling due within one year	15	50,642		50,642	76,793
		<u>40,551</u>	<u>68,506</u>	<u>109,057</u>	<u>44,239</u>
<b>NET CURRENT ASSETS</b>					
		55,020	182,425	237,445	185,930
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>55,020</u>	<u>182,425</u>	<u>237,445</u>	<u>185,930</u>
<b>NET ASSETS</b>					
		<u>55,020</u>	<u>182,425</u>	<u>237,445</u>	<u>185,930</u>
<b>FUNDS</b>					
Unrestricted funds	16			55,021	40,741
Designated funds				0	0
Restricted funds				<u>182,424</u>	<u>145,189</u>
<b>TOTAL FUNDS</b>				<u>237,445</u>	<u>185,930</u>



The Diss Corn Hall Trust

Balance Sheet - continued

At 31 December 2020

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

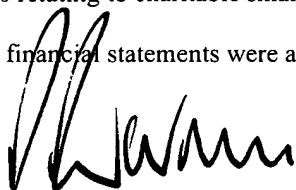
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 19<sup>th</sup> July 2021 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Peter Norman', written over the text of the signature line.

Peter Norman - Trustee

## **1. COMPANY STATUS**

The company is a private company limited by guarantee. The members of the company include the Trustees named on page 8. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

## **2. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing from 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The Diss Corn Hall Trust meets the definition of a public benefit entity under FRS 102.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity is entitled to the funds, it is probable that the income will be received and the amount can be measured reliably. The following specific policies are applied to particular categories of income.

Voluntary income is received by the way of donations and gifts and is included in full in the SOFA when receivable.

Government grants are recognised when there is evidence of entitlement and its amount can be reliably measured. Other grants and donations are recognised when receivable.

Investment income is recorded when receivable.

Gift aid reclaimable on donations to the charity is included with the amount received.

### **Expenditure**

Expenditure is recognised in the accounts on an accruals basis and includes any irrecoverable VAT.

Charity expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

### **Tangible fixed assets**

Tangible fixed assets are stated at historic cost less accumulated depreciation. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

1. Property Improvements - Straight line to 2045 (end of lease)
2. Fixture and Fittings - Between 3 and 10 years
3. Equipment - Between 3 and 15 years

### **Investments**

Investments in subsidiaries are valued at cost less provision for impairment.

**2. ACCOUNTING POLICIES - continued**

**Taxation**

The Diss Corn Hall is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for the UK Corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes. It is unable to reclaim value added tax, which is included under the various relevant expenditure headings.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees in furtherance of the general objects of the charity.

Restricted funds can only be used for particular restricted purposes imposed on the charity by the donor or through the terms of an appeal.

Surpluses on restricted funds are made available to other funds in the furtherance of the objectives of the charity as a whole.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Debtors**

Trade and Other Debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discount due.

**Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Liabilities and Provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event. It is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

**Financial Instruments**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2. ACCOUNTING POLICIES - continued**

**Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The items in the financial statements where these judgements and estimates have been made include:

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residuals values of the assets. The useful economic lives and residual values are reassessed annually. See note 12 for the carrying amount of assets, and above note for the useful economic lives for each class of assets.

**3. DONATIONS AND FUNDRAISING**

	31.12.20	31.12.19
	£	£
Donations	<u>23,812</u>	<u>36,479</u>

**4. TRADING OPERATIONS**

	31.12.20	31.12.19
	£	£
Income	57,323	74,064
Expenditure	(57,723)	(67,453)
<b>Profit</b>	<u>-</u>	<u>6,611</u>

The trust operates its trading activities through the subsidiary company The New Diss Corn Hall Limited, company number 0711778. The company performance is detailed per note 13.

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.12.20 £	31.12.19 £
Corn Hall Operations	Corn Hall Operations	99,202	321,452
Grants	Grants Receivable	157,679	15,580
		<hr/>	<hr/>
		256,881	337,032
		<hr/>	<hr/>

Grants received, included in the above, are as follows:

	31.12.20 £	31.12.19 £
<b>Government grants</b>		
Diss Town Council	-	6,500
Government furlough scheme	24,036	
South Norfolk Council (Covid funding)	27,753	
Arts Council (Culture Recovery Fund)	49,655	
	<hr/>	<hr/>
	101,444	6,500
<b>Other grants</b>		
Arts Council (emergency grant)	25,000	
Arts Council (Act Now!)	13,215	
Norfolk Community Foundation	6,620	4,080
BFI / Film Hub	8,900	500
Silk Purse Fund		2,000
Paul Bassham Charitable Trust		1,000
Rackhams Charitable Trust		1,500
Geoffrey Watling	2,500	
	<hr/>	<hr/>
	157,679	15,580
	<hr/>	<hr/>

**6. CHARITABLE EXPENDITURE**

**Management and administration**

	31.12.20	31.12.19
<b>Corn Hall Operations</b>	£	£
Direct event costs	57,437	200,829
Staff costs	98,236	119,378
Office & other expenses	4,250	3,933
Marketing	10,025	23,873
Repairs and renewals	10,658	9,385
Bank charges	4,102	4,817
Property expenses	20,305	17,723
Depreciation	25,818	26,400
	<u>230,832</u>	<u>406,337</u>

**7. BASIS FOR CONSOLIDATION**

The group financial statements comprise the financial statements of The Diss Corn Hall Trust and its wholly owned trading subsidiary The New Diss Corn Hall Limited.

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20	31.12.19
	£	£
Depreciation - owned assets	<u>25,818</u>	<u>26,400</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**10. STAFF COSTS**

**Analysis of employee costs**

The Diss Corn Hall had seventeen employees during the period (2019 nineteen). Other personnel including the trustees are unpaid volunteers and receive no benefits from the Trust or any related parties.

During the year, no trustees received any reimbursement of expenses (2019- Nil)

During the year, no trustees received any benefits in kind (2019- Nil)

There were no employee who received remuneration amounting to more than £60,000 in either year.

Personnel and supporting staff comprised the Trustees, the Artistic Programme Manager, Operational Manager and Duty Managers, Café Manager and staff. Emoluments paid to members of the key management personnel totalled £76,768 (2019: £94,845), including social security £5859 and pensions £2061.

# 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	31.12.2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and fundraising	3	18,278	14,567	3,634	36,479
Trading operations	4	74,065			74,065
<b>Charitable activities</b>	5				
Corn Hall operations		321,452			321,452
Grants receivable		6,500		9,080	15,580
<b>Total</b>		<b>420,295</b>	<b>14,567</b>	<b>12,714</b>	<b>447,576</b>
<b>EXPENDITURE ON</b>					
Trading expenditure		67,453			67,453
<b>Charitable activities</b>					
Corn Hall operations	6	350,397	29,673	26,267	406,337
Heritage Triangle project					
Governance costs		2,814			2,814
<b>Total</b>		<b>420,664</b>	<b>29,673</b>	<b>26,267</b>	<b>476,604</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(369)</b>	<b>(15,106)</b>	<b>(13,553)</b>	<b>(29,028)</b>
<b>Net movement in funds</b>		<b>(369)</b>	<b>(15,106)</b>	<b>(13,553)</b>	<b>(29,028)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>47,611</b>	<b>15,106</b>	<b>158,642</b>	<b>221,359</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>47,242</b>	<b>0</b>	<b>145,089</b>	<b>192,331</b>

## 12. TANGIBLE FIXED ASSETS

	Plant and machinery
<b>Cost</b>	£
At 1 January 2020	266,037
Additions	<u>12,514</u>
At 31 December 2020	<u>278,551</u>
<b>Depreciation</b>	
At 1 January 2020	124,445
Charge for the year	<u>25,818</u>
At 31 December 2020	<u>150,263</u>
<b>Net Book Value</b>	
At 31 December 2020	<u>128,288</u>
At 31 December 2019	<u>141,592</u>

## 13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 January 2020 and 31 December 2020	<u>100</u>
<b>NET BOOK VALUE</b>	
At 31 December 2020	<u>100</u>
At 31 December 2019	<u>100</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

### **The New Diss Corn Hall Ltd**

Registered office: The Corn Hall, St Nicholas St, Diss, IP22 4LB

Nature of business: Operation of the Corn Hall.

Company Registration No. 07117780

Class of share:	% holding
Ordinary	100

	31.12.20 £	31.12.19 £
Aggregate capital and reserves	(11)	6,601
Profit/(loss) for the year	(6,612)	6,611
Amount donated to parent charity	-	(7,097)
Net result	<u>(6612)</u>	<u>(486)</u>

The subsidiary donated its 2019 taxable profits to The Diss Corn Hall Trust within 9 months of the year-end.



Notes to the Financial Statements - continued  
for the Year Ended 31 December 2020

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20	31.12.19
<b>Consolidated</b>		
Trade Debtors	4,200	8,886
Other debtors	7,495	41,297
Prepayments and accrued income	5,083	13,808
	<u>16,778</u>	<u>63,991</u>
<b>Parent</b>		
Trade Debtors	4,200	4,210
Amount owed by subsidiary company	10,759	10,306
Other debtors	7,495	41,297
Prepayments and accrued income	5,083	13,808
	<u>27,537</u>	<u>69,621</u>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20	31.12.19
<b>Consolidated</b>		
Trade creditors and accruals	30,548	51,454
Social Security and other taxes	2,589	2,797
Deferred income	19,222	25,870
	<u>52,359</u>	<u>80,121</u>
<b>Parent</b>		
Trade creditors and accruals	28,831	48,127
Social Security and other taxes	2,589	2,797
Deferred income	19,222	25,870
	<u>50,642</u>	<u>76,794</u>

Deferred income comprises ticket sales for events after the balance sheet date.

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2020

**16. MOVEMENT IN FUNDS**

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
<b>Unrestricted funds</b>				
Unrestricted	47,242	7,669	-	54,911
<b>Restricted funds</b>				
Heritage Triangle Project	133,409	(24,095)	-	109,314
Culture Recovery Fund		24,455		24,455
Heart & Art Outreach Programme	11,680	36,875		48,555
	145,089	37,235	-	182,324
<b>TOTAL FUNDS</b>	<u>192,331</u>	<u>44,904</u>		<u>237,235</u>

The Heart and Art outreach programme aims to deliver free or low-cost activities to improve the wellbeing of key groups of people.

The Heritage Triangle Project fund holds the remaining funds from the refurbishment of the Corn Hall, mostly represented by the tangible fixed assets owned by the charity.

The Culture Recovery Fund is an Arts Council grant to cover the net running costs of our programme from October 2020 to March 2021, allowing us to support our community, retain staff and plan for our future.

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted	246,226	(238,558)	7,669
<b>Restricted funds</b>			
Heart & Art Programme	42,334	(5,459)	36,875
Culture Recovery Fund	49,455	(25,000)	24,455
Heritage Triangle Project	-	(24,095)	(24,095)
	<u>91,789</u>	<u>(54,554)</u>	<u>37,235</u>
<b>TOTAL FUNDS</b>	<u>338,015</u>	<u>(293,112)</u>	<u>44,904</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2020

16. MOVEMENT IN FUNDS – continued

Comparative for movement in funds	At 1.1.19	Net movement in funds	Transfers between funds	At 31.12.19
	£	£	£	£
<b>Unrestricted funds</b>				
Unrestricted	47,611	(369)	-	47,242
<b>Designated funds</b>				
General designated	15,106	(15,106)	-	-
<b>Restricted funds</b>				
Heritage Triangle Project	158,642	(25,233)	-	133,409
Heart & Art Outreach Programme		11,680		11,680
	158,642	(13,553)	-	145,089
<b>TOTAL FUNDS</b>	<b>221,359</b>	<b>(29,028)</b>		<b>192,331</b>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted	420,295	(420,664)	(369)
<b>Designated funds</b>			
General designated	14,567	(29,673)	(15,106)
<b>Restricted funds</b>			
Heart & Art Programme	12,714	(1,034)	11,680
Heritage Triangle Project	-	(25,233)	(25,233)
	12,714	(26,267)	(13,553)
<b>TOTAL FUNDS</b>	<b>447,576</b>	<b>(476,604)</b>	<b>(29,028)</b>

**17. RELATED PARTY TRANSACTIONS**

There were no related party transactions during the year.

The trust is controlled by the directors and trustees as elected by the members of the company. Membership is open to any individual. Members are entitled to vote and membership is free but requires the acceptance of the £10 guarantee payable in the event of a winding-up.

Members of the public may also join as Friends of the Diss Corn Hall who pay an annual subscription and receive some discounts on tickets. Friends are not company members, are not entitled to vote and are not required to provide a £10 guarantee.

The company occupies the Diss Corn Hall which is a public building belonging to Diss Town Council

**18. GOVERNANCE COSTS**

	31.12.20	31.12.19
<b>Corn Hall Operations</b>	£	£
Accounting software	483	607
Payroll processing	1,975	507
Independent examination	2,500	1,700
	<u>4,958</u>	<u>2,814</u>