



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/1/2020 To 31/12/2020

Charity name: Citizens House

Charity registration number: 1153267

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To promote the benefit of the inhabitants of Consett and surrounding district without distinction of sex or of political, religious or other opinions by associating with the local authorities, voluntary organisations and the inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.</p> <p>To establish or secure the establishment of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.</p> <p>To promote such other charitable purposes as may from time to time be determined.</p>
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>Citizens House provides a building and facilities for people from the local community to use as well as acting as an umbrella or resource body for small charitable groups.</p> <p>We host activities for children and young people, elderly people, those with disabilities and mental health issues, those with alcohol addiction and their families as well as social groups and information events for members of the general public. We also work with other charities and voluntary bodies to help them deliver their services to their clients.</p> <p>We host exercise classes to promote health for older people (gentle exercise classes and yoga) as well as for young people, children and toddlers.</p>

		<p>We advance the arts by providing a home for regular rehearsals by theatre groups, children's dance classes and photographic society.</p> <p>We help those who are disadvantaged by reason of age, ill-health or disability by providing groups which can support them, i.e. support groups for those with alcohol problems and their families, support group for those with dementia and their carers.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees have complied with their duty to have regard to the guidance on public benefit published by the Commission in exercising their powers or duties in Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008. The trustees have reviewed the guidance at their trustee meetings when planning the activities for the year and in considering the various groups who wish to use our facilities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
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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>2019 has seen the Charity heavily impacted by the Covid pandemic, along with the rest of the community.</p> <p>Our fundamental purpose is the provision of a community centre and associated activities, and the lockdown has prevented this for much of the year.</p> <p>Health and safety considerations introduced cleaning costs which were disproportionate and beyond both the Charity and our users for a further period and user numbers have been extremely low.</p> <p>However, due to careful budgeting and help from the local authority, Citizens House has weathered the worst of the financial impact and post year end activity has improved substantially, giving relief and hope for the future.</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	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has remained on a secure financial footing throughout the year, despite the impact of Covid. The fit out has not yet been completed and the Trustees feel it wise to halt all unnecessary spending until the future becomes clearer.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity maintains health reserves for its size and scale of activities. The majority of funds are reserved for building, fit out and maintenance.
Amount of reserves held	Para 1.22	The Charity has a total balance of £89160 at the year end
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	Funding for the build, fit out and salary for the Development Officer was provided by Citizens House, The Big Lottery Fund and The Local Authority, who own the site.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted 9 th May 2013
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
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	Trustees are appointed/reappointed annually at the Annual General Meeting held in accordance with the constitution.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Citizens House
Other name the charity uses	None
Registered charity number	1153267
Charity's principal address	Citizens House, Station Road, Consett, DH8 5RL

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	George Gibbon	Chair		
2	Richard Lewins			
3	Brian Clarke			
4	Lisa Edwards	Vice Chair		
5	Terence Murray			
6	Laura Walley			
7	David Nattrass	Treasurer	Appointed 20/3/2019	
8				
9				
10				
11				
12				
13				
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15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountants	Laverick Walton & Co	B3 Kingfisher House, TVTE, NE11 0JQ

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)	George Henry Gibbon	
Position (eg Secretary, Chair, etc)	Chair	
Date	2/4/2022	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
CITIZENS HOUSE

On accounts for the year
ended

31 DECEMBER 2020

Charity no
(if any)

1153267

Set out on pages

3-4

(remember to include the page numbers of additional sheets)

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 **31/12/2020**.

As the charity's trustees, 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 all 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 in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

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

Signed:

Date:

Name:

JONATHAN MILLS

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

FCCA

Address:	B3 KINGFISHER HOUSE, TEAM VALLEY, GATESHEAD,
	TYNE & WEAR, NE11 0JQ

Section B	Disclosure
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Only complete if the examiner needs to highlight material 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.

NOTHING TO REPORT

Citizens House Management Committee - Balance Sheet as at 31st December 2020

		31/12/2020	31/12/2019
Current Assets			
Cash at Bank	Current Account	£8,219.06	£7,400.57
Cash at Bank	Deposit Account	£80,941.50	£96,850.77
Cash in Hand		£0.00	£0.00
		<hr/>	<hr/>
		£89,160.56	£104,251.34
Less: Current Liabilities			
Creditors and Accruals		£621.70	£300.00
		<hr/>	<hr/>
		£88,538.86	£103,951.34

Funded by

Restricted Reserves

DCC grant for contingencies	£38,046.79	£40,476.67
Foundation Grant - Forget Me Nots	£0.00	£0.00
Neighbourhood Fund	£0.00	£0.00
Lottery Grant Building Capabilities Fund	£0.00	£12,390.52
Building and Maintenance Fund	£15,313.82	£16,853.04
Lottery Grant Main Fund	£0.00	£0.00
Lottery Grant Fixtures & Fittings	£0.00	£58.01
Lottery Grant Professional Fees	£0.00	£0.00
Lottery Grant Development Officer	£0.00	£245.26
General Reserves	£35,178.25	£33,927.84
	<hr/>	<hr/>
	£88,538.86	£103,951.34
	£0.00	£0.00

	Balance Bfwd	Income	Expenditure	Balance Cfwd
Reserves Movement				
DCC grant for contingencies	£40,476.67		£2,429.88	£38,046.79
Lottery Grant Building Capabilities Fund	£12,390.52		£12,390.52	£0.00
Building and Maintenance Fund	£16,853.04		£1,539.22	£15,313.82
Lottery Grant Fixtures & Fittings	£58.01		£58.01	£0.00
Lottery Grant Professional Fees	£0.00			£0.00
Lottery Grant Building Construction	£0.00			£0.00
Lottery Grant Development Officer	£245.26		£245.26	£0.00
Lottery Grant Main Fund	£0.00			£0.00
General Reserves	£33,927.84	£32,259.18	£31,008.77	£35,178.25
	<hr/>	<hr/>	<hr/>	<hr/>
	£103,951.34	£32,259.18	£47,671.66	£88,538.86

Citizens House Management Committee - Income and Expenditure Account for 2020

Income

[illegible]

Balances B/Fwd - 2019

Current Account	
Deposit Account	
Cash	
Creditors & Accruals	

Chair
Treasurer

Expenditure

Dec-19		Total Dec 20
1590.00 Cleaning services + Santacat service		£3,656.82
0.00 Cleaning materials		
660.63 Insurance premium		£598.45
783.00 Electricity & Gas disconnection charges		
399.52 Postage & Stationery		£309.89
577.59 Photocopier		£650.30
1122.07 Phone & Broadband		£1,270.89
1200.00 Ideas for Change		
336.00 Room hire		
479.97 Water rates		£644.55
3766.56 Electricity		£6,325.63
210.00 Statutory checks		
90.00 Health & Safety		
1371.90 IT		£224.40
1617.06 Cost of Opening Events		
20527.49 Wages		£15,124.69
186.30 Employers NI		
322.89 Pension		£281.22
328.88 Sundries		£1,183.11
0.00 Stock		£290.34
16381.43 Fixtures & fittings		£302.50
109.00 Training course		
124.90 PPI/PRS licence		
0.00 Membership		
138841.89 Bank Transfer		
7402.60 Building work/repairs		£1,539.22
£17,783.04 D3 Associates		£14,681.65
£411,628.09 Durham County Council		
£408.50 Accountancy		£588.00
£488,288.32		£47,671.66
£626,469.71		£47,671.66
£141,715.00		
	Control	
	expenditure exceeding income	£15,412.48
		-15,412.48

Balances C/Fwd	
Current Account Dec 20	£8,219.06
Deposit Account Dec 20	£80,941.50
Cash Dec 20	£0.00
Creditors & accruals 20	£621.70
	£88,538.86
2020 Balance B/Fwd	£103,951.34
2020 Income exceeding expenditure	£15,417.48
2020 Income C/Fwd	£88,538.86



Section A

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ended

31 DECEMBER 2020

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