



The Diamond Jubilee Town Hall, Kirton in Lindsey

Annual Report 2020/21.

Registered Charity No. 1160832

Principal Address: 6 North Cliff Road, Kirton in Lindsey
Gainsborough DN21 4NH

Introduction

Our financial year runs from July to June so this report covers activity from 1st July 2020 to 30th June 2021. For most of this time the Town Hall has been closed to the public due to the Covid-19 pandemic.

Statement of Public Benefit

We are here to 'provide and maintain a community hall and to promote it for the benefit of the inhabitants of Kirton in Lindsey and the public at large (the beneficiaries).' In planning our activities and in our meetings, the Trustees have considered the Charity Commission's guidance on public benefit.

How we do this can be outlined under 4 headings:

1. Provide & maintain a community building
2. Provide facilities for recreation or other leisure activities
3. Promote the Hall for the benefit of the local community and the public at large
4. Help improve the conditions of life of the local community

1. Provide & maintain a community building

The Town Hall is a heritage building with a Grade II listing and this brings extra responsibilities and costs. We also provide an office for Kirton in Lindsey Town Council and, because of its isolation, the Clerk elected to continue to work there during the pandemic. This meant the hall could not be mothballed and had to be maintained at a basic level for habitation and bio-safety. It is also an integral part of the Local Emergency Plan so has to remain available should it be required. Thus, the building has been a safe space available for use throughout the pandemic.

2. Provide facilities for recreation or other leisure activities

The forced closure to the public means that there have been very few public events this year beyond a short burst of activity when lockdown was briefly lifted in August and September. Some activities did return after some restrictions were lifted on May 17th, notably lifestyle classes such as yoga and Slimming World, but all live music, dance etc. continued to be banned.

3. Promote the Hall for the benefit of the local community and wider public

Again, regular promotion has not been possible but specific activities have been promoted through social media, our website and the local community magazine.

4. Help improve the conditions of life of the local community

Although our usual activities were suspended, we were still able to provide some services to the community.

The Town Council led on compiling a list of volunteers willing to help with food and medicine distribution to individuals or families who were isolating and, using the experience and resources of the community café, we were able to launch a Food Aid scheme whereby anyone in crisis could contact the emergency line and receive a bag of groceries sufficient for 3-5 days. This has provided a lifeline for a small, but important, number of people and will continue beyond the pandemic. There are donation boxes in the local Coops where people can give non-perishable goods to the scheme and these have proved popular too.

We have also developed a 'Waste Not Want Not' food bags scheme, in partnership with FairShare, whereby surplus (but in-date) supermarket food is put into bags and re-sold for £5. This has proved particularly popular and, as with Food Aid, will continue post pandemic. In addition to helping struggling households, we have saved tons of food from going to landfill.

Financial Overview

The detail of our financial performance is in the Adopted Accounts but staff and Trustees have worked hard this year to ensure that we have claimed all eligible grants from Government support schemes with the result that we have remained financially solvent.

Reserves Policy

In 2015 the Trustees agreed to set up a Fabric Fund as a designated fund solely for the use of major repairs and refurbishment. At the end of each financial year any surpluses are deposited into this fund. The target set was for it to be at £50,000 by 2020 but it will take much longer to reach this now as the pandemic has interrupted our fundraising activities as well as our day-to-day work. We currently have £36,593 towards this target so have some way to go.

Staff and Volunteers

We have 4 part-time staff:

- Sharron Harris – Venue Manager 15 hrs/wk,
- Julia Melling – Finance Officer 6 hrs/wk
- Martin Eccles – Caretaker 10hrs/wk,
- Sarah Wilkinson - Cleaner 7.5 hrs/wk

Total = 38.5 hrs/wk

The decision was made to use the Government's Job Retention Scheme to furlough our cleaner at the start of the first lockdown and, as the scheme became more flexible, the Venue Manager and Caretaker had some hours furloughed too. This has meant that we have been able to retain our staff base ready for when full re-opening is allowed.

Our general volunteer team has been 'stood down' during this period.

Structure, Governance and Management

We have been a Charitable Incorporated Organisation (CIO) since March 2015 run by a Board of Trustees drawn from the community. Maximum number on the Board is 13: 6 community trustees; 6 representative trustees and one co-opted place.

The current Trustees are:

Trustee name	Office (if any)	Name of body entitled to appoint trustee
Brenda Tyzack		Community Trustee
Claire Startin	Vice-Chair	WI
Hazel Fox		Community Trustee
Jenny Cripps		Community Trustee
Jill Thickett	Secretary	Community Trustee
John Haycock		Co-opted Trustee
Karen Metherringham-Gunn	From 18 th May	Kirton in Lindsey Town Council
Kathy Cooper	To 18 th May	Kirton in Lindsey Town Council
Margaret Rands	Treasurer	St. Andrew's United Church
Mary Hollingsworth	Chair	Kirton in Lindsey Society
Pam Clark		KLGS
Pat Frankish		Community Trustee
Stuart Chandler		Community Trustee

There is 1 vacancy for a Representative Trustee.

Normally the Board meets bimonthly but during the pandemic, charity business has been conducted by Zoom meetings and email.

The staffing structure is a simple one. The Venue Manager manages the Finance Officer, Caretaker and Cleaner and the Chair of Trustees manages the Venue Manager.

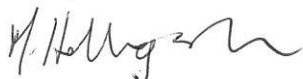
Looking Forward

As the pandemic restrictions lift, the hall will resume its position as a vital and viable community hub but the expectation is that there will be a slow return for some things and 2021/22 could still be a challenging year for the charity.

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): Mary Hollingsworth

Position: Chair

Date: 29/9/21



Jill Thickett

Secretary

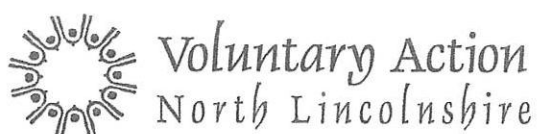
29/9/21

**THE DIAMOND JUBILEE TOWN HALL
KIRTON IN LINDSEY
REGISTERED CHARITY: 1160832**

**Financial Accounts for the
year ending 30th June 2021**

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The Diamond Jubilee Town Hall, Kirton in Lindsey. Registered Charity: 1160832
Independent Examiner's report to the trustees of The Diamond Jubilee Town Hall,
Kirton in Lindsey

I report on the accounts of The Diamond Jubilee Town Hall, Kirton in Lindsey for the year ended 30 June 2021, which are set out on pages 3 to 6.

Respective responsibilities of trustees and examiner

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.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements: to keep accounting records in accordance with section 386 of the Companies Act 2006; and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Katie Sauvage FCCA
Voluntary Action North Lincolnshire Limited
4-6 Robert Street
Scunthorpe, North Lincolnshire
DN15 6NG

Date

16/10/21

The Diamond Jubilee Town Hall, Kirton in Lindsey. Registered Charity: 1160832
Receipts & Payments Account
for the year ended 30th June 2021

	Restricted Funds	Designated Funds	Unrestricted Funds	Total 2021	Restricted Funds	Designated Funds	Unrestricted Funds	Total 2020
	£	£	£	£	£	£	£	£
RECEIPTS								
Lettings	-	-	6,845	6,845	-	-	13,746	13,746
Events	-	-	2,597	2,597	-	-	4,930	4,930
General Donations	-	-	4,590	4,590	-	-	3,112	3,112
Fundraising	-	-	2,279	2,279	-	-	2,954	2,954
Town Hall Live	-	-	675	675	-	-	12,456	12,456
Bar	-	-	85	85	-	-	4,751	4,751
Food Project	-	6,024	-	6,024	-	3,315	-	3,315
Food Aid	1,980	-	-	1,980	105	-	-	105
Gift Aid	-	34	865	899	-	829	666	1,495
Grants	12,609	-	21,565	34,174	7,900	-	12,400	20,300
Other	-	-	-	-	-	-	693	693
Interest	-	6	-	6	-	69	-	69
Total	14,589	6,065	39,501	60,154	8,005	4,213	55,708	67,926

PAYMENTS								
Events	-	-	1,977	1,977	-	-	2,920	2,920
Fundraising	-	-	851	851	-	-	716	716
Town Hall Live	-	-	550	550	-	-	10,550	10,550
Bar	-	-	71	71	-	-	2,466	2,466
Food Project	-	1,254	-	1,254	2,504	-	-	2,504
Food Aid	521	-	-	521	2	-	-	2
Staff Costs	6,420	-	13,797	20,217	956	-	17,832	18,788
Communications	-	-	494	494	-	-	583	583
Utilities	-	-	4,431	4,431	-	-	5,268	5,268
Premises Costs	-	-	6,372	6,372	131	-	4,940	5,071
General Costs	-	-	4,107	4,107	204	-	4,534	4,738
Grants	3,342	-	-	3,342	-	-	-	-
Total	10,283	1,254	32,449	43,986	3,797	-	49,809	53,606
SURPLUS / Deficit for the year (A)	4,305	4,810	7,053	16,168	4,208	4,213	5,899	14,320
Transfers between funds (B)	-	2,573	52	2,521	-	6,271	10,745	-
Cash funds last year end (C)	2,520	41,476	17,780	61,776	4,583	26,518	16,355	47,456
CASH FUNDS THIS YEAR END (A+B+C)	4,252	46,338	27,354	77,944	2,520	41,476	17,780	61,776

The Diamond Jubilee Town Hall, Kirton in Lindsey. Registered Charity: 1160832
Statement of Assets & Liabilities
as at 30th June 2021

	Restricted Funds	Designated Funds	Unrestricted Funds	Total 2021 £	Restricted Funds	Designated Funds	Unrestricted Funds	Total 2020 £
Monetary Assets								
HSBC Community Account	2,765	-	2,254	5,019	103	4,889	1,356	6,348
HSBC Business Money Manager	1,487	46,338	24,192	72,017	2,417	36,587	15,483	54,487
Paypal Account	-	-	8	8	-	-	41	41
Floats	-	-	900	900	-	-	900	900
				-				-
Total	4,252	46,338	27,354	77,944	2,520	41,476	17,780	61,776

Non Monetary Assets and Liabilities

Fixed Assets for the Charity's use:

The Diamond Jubilee Town Hall, High Street, Kirton in Lindsey, DN21 4LZ

These accounts were approved by the committee and signed on its behalf by:



Trustee

Date: 29/9/21



Trustee

Date: 29/9/21

The Diamond Jubilee Town Hall, Kirton in Lindsey. Registered Charity: 1160832

Restricted and Designated Fund Movements for the Year Ended 30th June 2021

	Bal b/fwd	Receipts	Payments	Surplus / Deficit	Transfers	Bal c/fwd
DESIGNATED FUNDS						
Fabric Fund	36,587	6	-	6	-	36,593
Food Project	4,889	6,059	1,254	4,804	52	9,745
	41,476	6,065	1,254	4,810	52	46,338
RESTRICTED FUNDS						
HEF Grant	2,417	1,200	1,096	104	- 2,521	-
Food Aid	103	1,980	521	1,459	-	1,562
Coronavirus Job Retention Scheme	-	6,420	6,420	-	-	-
LCF Covid 19 - Volunteers	-	1,990	503	1,487	-	1,487
LCF Covid 19 - Food	-	1,695	1,643	52	- 52	-
Coop Community Champions	-	1,303	100	1,203	-	1,203
	2,520	14,589	10,283	4,305	- 2,573	4,252

Fabric Fund

Designated by the Trustees for the repair and maintenance of our historic building.

Food Project

The Food Project includes community lunches and our Waste Not Want Not food bag scheme, giving local people easy access to low cost quality food.

HEF grant

Heritage Emergency Fund grant received in year to help with Covid-19 costs and losses.

All funds transferred to 'Unrestricted' in accordance with final grant claim made in October 2020.

Food Aid

This is a ring fenced project to help local families in crisis, receiving food and monetary donations and providing a week's groceries to those in need.

Coronavirus Job Retention Scheme

HMRC grant provided for employees on furlough or flexible furlough during the year.

Linconshire Community Foundation - Covid 19 Grant: Volunteers

A specific grant received for work to increase our volunteer base:

Linconshire Community Foundation - Covid 19 Grant: Food

A specific grant received to pay for our FareShare membership. The remaining £52 was transferred at year end to match the cost of additional food bought in line with the grant terms.

Coop Community Champions

This grant will be used to fund a new intergenerational café and associated activities.