



**THE DIAMOND JUBILEE TOWN HALL,
KIRTON IN LINDSEY**

Registered Charity: 1160832

**Trustees' Annual Report and Accounts
For The Year Ending 30th June 2024**

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The Diamond Jubilee Town Hall, Kirton in Lindsey

Annual Report 2023/24

Registered Charity No. 1160832

Principal Address: Diamond Jubilee Town Hall, High Street,
Kirton in Lindsey, Gainsborough,
Lincolnshire DN21 4LZ

Introduction

Our financial year runs from July to June so this report covers activity from 1st July 2023 to 30th June 2024. Overall the year has been steady with a return in most activities to pre-pandemic levels. New activities have been tried with some proving successful and others not attracting sufficient numbers to continue but that is the nature of the work which goes on within the Town Hall.

The Hall re-opened in 2010 after a major refurbishment and now, 14 years on, maintenance costs are increasing. This is particularly noticeable this year with an increase in energy costs and capital spending on energy efficient lighting and new staging and an upgrade to the stage lights.

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.

Routine maintenance has continued but this year has been characterised by investment in a number of improvements/repairs to the building. Notably:

- the conversion of all lights to LEDs was started last year but is proving a complex, lengthy and expensive task. Priority was given to the ceiling lights in the main hall which were sent to specialist lighting engineers for conversion. This phase is now complete and the next phase will cover the rest of the building. We will attempt to find grant funding for this.
- New staging panels were required and these were purchased along with some refurbishment to the stage lighting.

2. Provide facilities for recreation or other leisure activities

There is a wide range of cultural and community activities available and the Town Hall is in use most days. Examples:

- Regular (weekly) activities include: a number of physical classes (e.g. Pilates, seated exercise); cultural/interest groups such as the Rock Choir; and community activities such as an Evergreens Club and the community shop.
- Many local charities and community groups meet monthly and cover a wide range of interests such as craft, history, gardening and the WI.
- There is a monthly pop-up market of local small businesses which is proving very popular and has expanded over the course of the year.
- Town Hall Live continues to provide a programme of excellent musical evenings bringing the best of UK and Transatlantic folk and roots music to the town.
- We are the host venue for the Arts Council funded Rural Touring Scheme which brings music, theatre and dance from performers who would otherwise be unaffordable.

In addition, the hall is available to the community for private hire for weddings, christenings, parties and wakes and this is an area which has expanded this year.

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

A lot of work is constantly being done to 'get the message across'. This includes:

- Posters and flyers for all Town Hall led activities. These are designed 'in house' and distributed around the town.
- A 'What's On' leaflet giving 3 months of information at a time. These are put in weatherproof boxes on the exterior of the building and are available when the hall is closed.
- Regular diary and information on the notice boards around the town.
- An interactive website.
- Development of a variety of mailing lists who receive regular information via MailChimp.
- An active Facebook group and postings on other relevant sites such as 'Kirkton in Lindsey Community Noticeboard'.
- Regular information in Kirkton First, Gainsborough Life and other, local, community newsletters.
- Occasional press releases for one-off events or new developments.

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

Everything we do has some social benefit as it brings people together to share mutual interests and find friendship. However, there are two specific programmes which have a direct impact on people's daily lives.

Our Food Aid programme (started during the pandemic to help people who were isolating) is still in use. Anyone in crisis can contact an emergency number and receive a bag of groceries sufficient for a week. There are donation boxes in the local Coops where people can give non-perishable goods to the scheme and these are well supported. There have been an increasing number of calls asking for help. This

service is provided by a small number of volunteers and the process is entirely non-judgemental and confidential.

Our community shop on a Friday afternoon continues to be very popular. It has its own Facebook page where people share recipes of things they have made from items bought. Its main purpose is to save good quality food from going to landfill and the shop is available to everyone. We estimate that at least 400kg per week is redistributed and used instead of becoming waste.

Financial Overview

The detail of our financial performance is in the Adopted Accounts and staff and Trustees have again worked hard this year to ensure that charity remains financially solvent.

Overall, we appear to have made a loss of £3,471, but if we remove capital expenditure of £6,085 we can see that we have made a revenue surplus of £2,614. There has been a planned reduction of the restricted Food Aid balance during the year from £6,209 to £4,956. The trustees made the decision to discourage further monetary donations as the balance held is sufficient to support this work in the medium term.

Reserves

The Fabric Fund is a Designated Fund for the primary use of major repairs and refurbishment so it was agreed this year to use some of this money to fund the lighting upgrade and new staging. Last year the fund stood at £40,557 but this has reduced to £37,176 so further fundraising will be need to replenish it.

Staff and Volunteers

We have 4 part-time staff:

- Jo Margetts – Venue Manager 50 hrs/month
- Julia Melling – Finance Officer 8 hrs/wk
- Martin Eccles – Caretaker 10 hrs/wk,
- Sarah Wilkinson - Cleaner 8.5 hrs/wk

Our general volunteer team has reduced since the pandemic and it is proving difficult to find new ones – a common problem throughout the sector.

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. The 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
Stuart Chandler		Community Trustee
Pam Clark		Kirton in Lindsey Amateur Gardeners
Kathy Cooper		Kirton in Lindsey Town Council
Jenny Cripps		Community Trustee

Hazel Fox	Secretary	Community Trustee
Pat Frankish		Community Trustee
John Haycock		Resigned at 2023 AGM 17/10/23
Mary Hollingsworth	Chair	Kirton in Lindsey Society
Viv Porter		Co-opted 16/04/24
Margaret Rands	Treasurer	St. Andrew's United Church
Claire Startin	Vice-Chair	Women's Institute
Brenda Tyzack		Community Trustee

There is one vacancy for a Representative Trustee and a further vacancy for a Community Trustee.

The Board only meets quarterly so interim business is transacted via 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 on behalf of the Board.

Looking Forward

The hall continues its position as a vital and viable community hub. In June 2024 it celebrated 125 years of serving the community and there will be several special events to commemorate this over the coming year.

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: 15/10/2024



Hazel Fox

Secretary

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 2024, which are set out on pages 6 to 8.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

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 130 and 131 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met.

- (2) No matter has come to my attention in connection with my examination 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
Phoenix Accountancy Business &
Consultancy Limited
Morley's Cottage, Morley's Yard
Walkergate, Beverley
HU17 9BY

Signed Katie Sauvage

Date 30/10/2024

THE DIAMOND JUBILEE TOWN HALL, KIRTON IN LINDSEY
Registered Charity 1160832

Receipts and Payments Account for the Year Ended 30th June 2024

	Unrestricted £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
RECEIPTS					
Lettings	22,788	0	0	22,788	21,988
Events	4,232	0	0	4,232	3,554
General Donations	1,302	0	0	1,302	1,396
Fundraising	3,434	0	0	3,434	2,990
Town Hall Live	22,201	0	0	22,201	14,497
Bar	7,109	0	0	7,109	5,081
Community Shop	11,931	0	0	11,931	11,292
Food Aid	0	0	1,630	1,630	4,464
Gift Aid	21	0	427	448	1,070
Grants	0	0	3,540	3,540	3,260
Other	350	0	0	350	0
Interest	0	1,574	0	1,574	385
Total Receipts	73,368	1,574	5,597	80,539	69,977
PAYMENTS					
Events	2,024	0	0	2,024	2,134
Fundraising	1,133	0	0	1,133	908
Town Hall Live	18,207	0	600	18,807	12,837
Bar	3,197	0	0	3,197	2,609
Community Shop	5,922	0	0	5,922	5,409
Food Aid	0	0	3,310	3,310	3,670
Staff Costs	24,490	0	0	24,490	22,166
Communications	720	0	0	720	497
Utilities	6,066	0	0	6,066	5,873
Premises Costs	3,802	0	3,023	6,825	5,727
General Costs	5,420	0	0	5,420	5,452
Sub Total	70,981	0	6,933	77,914	67,282
ASSET PURCHASES					
Fixtures and fittings	0	6,085	0	6,085	11,436
Total Payments	70,981	6,085	6,933	83,999	78,718
SURPLUS / Deficit for the year (A)	2,387	-4,511	-1,336	-3,460	-8,741
Transfers between funds (B)	-1,130	1,130	0	0	
Cash funds last year end (C)	29,155	40,557	8,776	78,488	
CASH FUNDS THIS YEAR END (A+B+C)	30,412	37,176	7,440	75,028	

Statement of Assets and Liabilities at 30th June 2024

	Unrestricted £	Designated Funds £	Restricted Funds £	Total 2024 £
CASH FUNDS				
Coop Community Directplus Savings Account	24,458	37,176	7,440	69,074
Coop Community Directplus Account	4,357	0	0	4,357
Paypal Account	0	0	0	0
Floats	930	0	0	930
Cash in Hand	667	0	0	667
Total	30,412	37,176	7,440	75,028
 ASSETS RETAINED FOR THE CHARITY'S OWN USE				
The Diamond Jubilee Town Hall, High Street, Kirton in Lindsey, DN21 4LZ Including Fixtures and Fittings				£ 2,566,390
 LIABILITIES				
Staff pay				£ 2,165

Notes

- 1 Building valuation given as 2022 Rebuild Cost Assessment for insurance purposes
- 2 The fixtures and fittings of the hall include £6,085 capital spending this year on energy efficient lighting and upgrading staging and lights.

THE DIAMOND JUBILEE TOWN HALL, KIRTON IN LINDSEY
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Restricted and Designated Fund Movements for the Year Ended 30th June 2024

	Bal b/fwd	Receipts	Payments	Surplus / Deficit	Transfers	Bal c/fwd
DESIGNATED FUNDS						
Fabric Fund	40,557	1,574	-6,085	-4,511	1,130	37,176
RESTRICTED FUNDS						
Food aid	6,209	2,057	-3,310	-1,253	0	4,956
Lift Grant (April 2023 - March 2024)	2,267	0	-2,267	-2,267	0	0
Lift Grant (April 2024 - March 2025)	0	3,240	-756	2,484	0	2,484
THL Grant (April 2023 - March 2024)	300	0	-300	-300	0	0
THL Grant (April 2024 - March 2025)	0	300	-300	0	0	0
	8,776	5,597	-6,933	-1,336	0	7,440

Fabric Fund

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

Community Shop

Our Community Shop takes food surplus from the food industry to give local people easy access to low cost quality food. We do this by running a weekly shop in the Town Hall.

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.

Lift Grants

Kirton in Lindsey Town Council award a grant towards maintenance of the lift in the Town Hall according to their financial year. The periods covered by each grant are shown above.

Town Hall Live Grant

Grant received from Kirton in Lindsey Town Council towards the Town Hall Live festival in July.

