



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

**Registered Charity: 1160832**

## **Trustees' Annual Report and Accounts For The Year Ending 30<sup>th</sup> June 2025**

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# **The Diamond Jubilee Town Hall, Kirton in Lindsey**

## **Annual Report 2024/25**

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 1<sup>st</sup> July 2024 to 30<sup>th</sup> June 2025. In general, the year has been successful and we have returned an overall surplus of £5,558. This includes new funding of £2,199 from the KLEO which we will manage as a new restricted fund. This leave £3,359 surplus for the year on our existing activities against a backdrop of rising prices and maintenance costs.

There has been a particular emphasis on energy costs. We switched to British Gas for a new gas contract in July 2025, and to Engie for our electricity from March 2025. We hope that these will help keep our costs fixed as low as possible in the long term. The conversion of all our lighting to LED is complete, with 90% of the cost aided by a grant of £4,611 from the North Lincolnshire Council Enhancing Our Environmental Fund. This will also impact positively on future energy costs.

We have had no new regular activities this year but some one-offs and occasional events which have proved successful. After May 2025 the monthly pop-up market ceased as the organisers have moved on to other things. As a regular booking, this may impact our finances but not until the next financial year.

### **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 there has also been investment in a number of improvements/repairs to the building. Notably:

- the conversion of all lights to LEDs is complete (see above).
- the external doors and frames have been repainted.
- we have invested in a shed for the garden to help with storage.
- the garden walls have been cleared of vegetation, repaired and made safe.

Additionally, we have drawn up a schedule of works to identify in advance future maintenance tasks. This includes decorating inside the building. The main task will be the external repair and repainting of all the windows. Access to the upper windows is difficult and will be costly so we will seek some grant funding support. Tenders will go out early in 2026.

## **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.
- The monthly pop-up market of local small businesses (now ceased, see above).
- 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. The new funding of £2,199 from the KLEO (Kirton in Lindsey Entertainment Organisation) will also go towards supporting cultural events.

In addition, the hall is available to the community for private hire for small business meetings, 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 Mail Chimp.
- An active Facebook group and postings on other relevant sites such as 'Kirton in Lindsey Community Noticeboard'.

- Regular information in Kirton 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. This service is provided by a small number of volunteers and the process is entirely non-judgemental and confidential. With fewer requests for help, for this year we have chosen to use funds already donated to provide the shopping for a family in need. This has eliminated storage costs, the administration involved in collecting donations from local shops and enabled us to provide some fresh produce (egg, milk, bread) rather than providing shopping vouchers. However, demand picked up in the school summer holidays and so we continue to monitor the most efficient way to provide this service.

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. This equated to 17.35 tonnes in 2024.

### **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 the charity remains financially solvent.

In general, the year has been successful and we have returned an overall surplus of £5,558 with £5,217 on unrestricted funds. Lettings and the Community Shop have done particularly well and Town Hall Live has increased its surplus from last year. A sign, perhaps, that the long tail of Covid is finally coming to an end.

Some planned events did not take place, for example, craft workshops did not run, and the loss of the Pop-Up Market will cost us £135-£190 pcm in the coming year. In addition, regular donations totalling £3,000 for the year will not continue for 2025-2026.

### **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 £500 of this money alongside the grant from North Lincolnshire Council to complete the lighting upgrade, and £2,800 to purchase the shed. Trustees agreed to move £10,000 into the Fund from unrestricted funds which have built up from previous year surpluses. The fund was also boosted from donations from a Crowdfunder and the local community café. Last year the fund stood at £37,176 and at this year-end it is £46,780.

## 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<br>Until 18/06/25      |                 | Kirton in Lindsey Town Council           |
| Jenny Cripps                        |                 | Community Trustee                        |
| Hazel Fox                           | Secretary       | Community Trustee                        |
| Pat Frankish                        |                 | Community Trustee                        |
| Cathy Gray<br>Appointed 15/10/24    | Treasurer       | Co-opted                                 |
| Mary Hollingsworth                  | Chair           | Kirton in Lindsey Society                |
| John McKenzie<br>Appointed 15/10/24 |                 | St. Andrew's United Church               |
| Viv Porter                          |                 | Community Trustee                        |
| Barry Starkie<br>Appointed 25/10/25 |                 | Kirton in Lindsey Town Council           |
| Claire Startin                      | Vice-Chair      | Women's Institute                        |
| Brenda Tyzack                       |                 | Community Trustee                        |

Stuart Chandler has indicated that he will not stand at the next AGM so we have a vacancy for a Community Trustee and a further vacancy for a Representative 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. Next year will continue to present challenges but our mix of activities means that we are flexible enough to weather the ups and downs and we look forward to further successes.

## Declarations

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

Signed on behalf of the charity's trustees:

Signature(s):

*M. Hollingsworth*

*Hazel Fox*

Full name(s):

MARY HOLLINGSWORTH

HAZEL FOX

Position: Chair

Secretary

Date: 14/11/2025

**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 2025, which are set out on pages 7 to 9.

**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**

- (1) In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 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  
4-6 Roberts Street  
Scunthorpe  
DN15 6NG

Signed

Katie Sauvage

Date

12 / 12 / 2025

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

**Receipts and Payments Account for the Year Ended 30th June 2025**

|                                           | Unrestricted<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2025<br>£ | Total<br>2024<br>£ |
|-------------------------------------------|-------------------|--------------------------|--------------------------|--------------------|--------------------|
| <b>RECEIPTS</b>                           |                   |                          |                          |                    |                    |
| Lettings                                  | 24,886            | 0                        | 0                        | 24,886             | 22,789             |
| Events                                    | 2,084             | 0                        | 0                        | 2,084              | 4,232              |
| General Donations                         | 3,151             | 1,057                    | 0                        | 4,208              | 1,302              |
| Fundraising                               | 3,858             | 0                        | 0                        | 3,858              | 3,434              |
| Town Hall Live                            | 23,373            | 0                        | 0                        | 23,373             | 22,201             |
| Bar                                       | 7,324             | 0                        | 0                        | 7,324              | 7,109              |
| Community Shop                            | 12,927            | 0                        | 0                        | 12,927             | 11,931             |
| Food Aid                                  | 0                 | 0                        | 58                       | 58                 | 1,630              |
| Gift Aid                                  | 688               | 179                      | 0                        | 867                | 448                |
| Grants                                    | 706               | 0                        | 8,781                    | 9,487              | 3,540              |
| Other                                     | 0                 | 0                        | 2,199                    | 2,199              | 350                |
| Interest                                  | 0                 | 1,682                    | 0                        | 1,682              | 1,574              |
| <b>Total Receipts</b>                     | <b>78,997</b>     | <b>2,918</b>             | <b>11,038</b>            | <b>92,953</b>      | <b>80,539</b>      |
| <b>PAYMENTS</b>                           |                   |                          |                          |                    |                    |
| Events                                    | 364               | 0                        | 0                        | 364                | 2,024              |
| Fundraising                               | 1,379             | 0                        | 0                        | 1,379              | 1,133              |
| Town Hall Live                            | 18,627            | 0                        | 27                       | 18,654             | 18,807             |
| Bar                                       | 3,565             | 0                        | 0                        | 3,565              | 3,197              |
| Community Shop                            | 5,251             | 0                        | 0                        | 5,251              | 5,922              |
| Food Aid                                  | 0                 | 0                        | 1,766                    | 1,766              | 3,310              |
| Staff Costs                               | 26,323            | 0                        | 0                        | 26,323             | 24,490             |
| Communications                            | 714               | 0                        | 0                        | 714                | 720                |
| Utilities                                 | 7,775             | 0                        | 0                        | 7,775              | 6,066              |
| Premises Costs                            | 4,257             | 0                        | 3,897                    | 8,154              | 6,825              |
| General Costs                             | 5,525             | 0                        | 0                        | 5,525              | 5,420              |
| <b>Sub Total</b>                          | <b>73,780</b>     | <b>0</b>                 | <b>5,690</b>             | <b>79,470</b>      | <b>77,914</b>      |
| <b>ASSET PURCHASES</b>                    |                   |                          |                          |                    |                    |
| Fixtures and fittings                     | 0                 | 3,314                    | 4,611                    | 7,925              | 6,085              |
| <b>Total Payments</b>                     | <b>73,780</b>     | <b>3,314</b>             | <b>10,301</b>            | <b>87,395</b>      | <b>83,999</b>      |
| <b>SURPLUS / Deficit for the year (A)</b> | <b>5,217</b>      | <b>-396</b>              | <b>737</b>               | <b>5,558</b>       | <b>-3,460</b>      |
| <b>Transfers between funds (B)</b>        | <b>-10,000</b>    | <b>10,000</b>            | <b>0</b>                 | <b>0</b>           | <b>0</b>           |
| <b>Cash funds last year end (C)</b>       | <b>30,412</b>     | <b>37,176</b>            | <b>7,440</b>             | <b>75,028</b>      | <b>78,488</b>      |
| <b>CASH FUNDS THIS YEAR END (A+B+C)</b>   | <b>25,629</b>     | <b>46,780</b>            | <b>8,177</b>             | <b>80,586</b>      | <b>75,028</b>      |

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

**Statement of Assets and Liabilities at 30th June 2025**

|                                           | Unrestricted  | Designated    | Restricted   | Total         |
|-------------------------------------------|---------------|---------------|--------------|---------------|
|                                           | Funds         | Funds         | Funds        | 2025          |
|                                           | £             | £             | £            | £             |
| <b>CASH FUNDS</b>                         |               |               |              |               |
| Coop Community Directplus Savings Account | 20,069        | 46,780        | 8,177        | 75,026        |
| Coop Community Directplus Account         | 4,501         | -             | -            | 4,501         |
| Paypal Account                            | -             | -             | -            | -             |
| Floats                                    | 930           | -             | -            | 930           |
| Cash in Hand                              | 129           | -             | -            | 129           |
| <b>Total</b>                              | <b>25,629</b> | <b>46,780</b> | <b>8,177</b> | <b>80,586</b> |

|                                                                         |           |
|-------------------------------------------------------------------------|-----------|
| <b>ASSETS RETAINED FOR THE CHARITY'S OWN USE</b>                        | <b>£</b>  |
| The Diamond Jubilee Town Hall, High Street, Kirton in Lindsey, DN21 4LZ | 2,574,315 |
| Including Fixtures and Fittings                                         |           |

|                    |          |
|--------------------|----------|
| <b>LIABILITIES</b> | <b>£</b> |
| Staff pay          | 2,194    |

**Notes**

- 1 Building valuation given as 2022 Rebuild Cost Assessment for insurance purposes
- 2 The fixtures and fittings of the hall include £7,925 capital spending this year on energy efficient lighting and a new storage shed in the garden.

**Signed on behalf of all the trustees**

Signatures





Names

Mary Howingsworth

HAZEL FOX

Date of Approval

4/11/2025

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

**Restricted and Designated Fund Movements for the Year Ended 30th June 2025**

|                                      | Bal b/fwd    | Receipts      | Payments      | Surplus /<br>Deficit | Transfers | Bal c/fwd     |
|--------------------------------------|--------------|---------------|---------------|----------------------|-----------|---------------|
| <b>DESIGNATED FUNDS</b>              |              |               |               |                      |           |               |
| Fabric Fund                          | 37,176       | 2,918         | 3,314         | -396                 | 10,000    | <b>46,780</b> |
| <b>RESTRICTED FUNDS</b>              |              |               |               |                      |           |               |
| Food Aid                             | 4,956        | 58            | 1,766         | -1,708               | -         | 3,248         |
| KLEO                                 | -            | 2,199         | -             | 2,199                | -         | 2,199         |
| Lift Grant (April 2024 - March 2025) | 2,484        | -             | 2,484         | -2,484               | -         | 0             |
| Lift Grant (April 2025 - March 2026) | -            | 3,870         | 1,413         | 2,457                | -         | 2,457         |
| THL Grant (April 2025 - March 2026)  | -            | 300           | 27            | 273                  | -         | 273           |
| NLC Environmental Grant              | -            | 4,611         | 4,611         | -                    | -         | 0             |
|                                      | <b>7,440</b> | <b>11,038</b> | <b>10,301</b> | <b>737</b>           | <b>0</b>  | <b>8,177</b>  |

**Fabric Fund**

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

**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.

**KLEO**

Funds transferred from the Kirton in Lindsey Entertainment Organisation to be managed by the Town Hall to support cultural activities (e.g. music, theatre, family events).

**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.

**NLC Enhancing our Environment Grant**

Grant received towards upgrading the Town Hall lighting to LED.