



Trustees' Annual Report for the period

Period start date

Period end date

From

Day Month Year
1 6 2023

To

Day Month Year
30 4 2024

Section A

Reference and administration details

Charity name

Heart of Gissing CIO

Other names charity is known by

Registered charity number (if any)

1161599

Charity's principal address

Gissing Community Building

Rectory Road

Gissing

Postcode

IP22 5XB

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	Mr B Norman	Chair		
2	Ms D Bradley-Scott			
3	Mr J Cromley			
4	Mr H Dyke			
5	Mr D M Eddington	Secretary		
6	Ms F King			
7	Mr A King	Treasurer		
8	Mrs S Willett			
9	Mrs A Reynolds			
10	Mr D Reynolds			
11	Mrs I Banham-Gibbs			
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Legal	Willett & Co Solicitors	18 Angel Hill, Bury St Edmunds, IP22 1XQ
Independent Examiner	Paul Wright	Hall Green Cottage, Malthouse Lane, Gissing, IP22 1XQ

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	Trust
Trustee selection methods	Elected by trustees

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Structure, governance and management

Heart of Gissing is a CIO which had 2 charity forerunners, Heart of Gissing (RCN 1118587) and Heart of Gissing (Land and Buildings) (RCN 1047887). It is governed by a constitution and managed by charity trustees.

Functions and duties of charity trustees

1 The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each charity trustee –

1.1 to exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and

1.2 to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:

(a) any special knowledge or experience that he or she has or holds himself or herself out as having; and

(b) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

Risk management

We hold bimonthly full trustees meetings with financial reports to closely monitor our financial situation. All documents have to be signed by 2 trustees and petty cash payments are kept to a minimum, and reimbursements by bank payments are made where possible to display a full trail. An accounts package Quickbooks has been introduced to accord us greater reporting abilities. This works well for our invoicing and is being reviewed for use for all our records.

Trustees within sub-committees meet to consider budgets and financial management, consider building management monitor utilities expenditure and annual expenses for example insurance, and seek more economic suppliers if available. Electric and water meters are read regularly and usage monitored for maximum efficiency of our sought after facilities.

Section C

Objectives and activities

The objects, as stated in the constitution of the CIO, are:
to promote for the benefit of the inhabitants of the Parish of Gissing and the surrounding area ("area of benefit") without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants; from the base of our community centre

1. For the public benefit to promote the education (including the creative arts and social and physical training) of people under the age of 25 years in the area of benefit who are in need;
2. To promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment of the area of benefit and surrounding parishes;
3. Subject to payment of the cost of maintaining the Old School Premises (including the repair and insurance of any buildings thereon) and all other charges and outgoings payable in respect thereof and all the proper costs, charges and expenses of and incidental to the administration and management of the CIO, the income from the letting of the Old School Premises which is, in law, a permanent endowment must be applied in the following ways:
 - (a) in promoting the education (including social and physical training) of persons under the age of 25 years who, or whose parents are resident in Gissing, who are in need of financial assistance and in particular but without prejudice to the generality of the foregoing:
 - i) in awarding to such persons scholarships, exhibitions, bursaries, maintenance allowances or grants tenable at any school, university, college of education, or other institution of further or higher (including professional and technical) education approved for the purpose by the CIO;

Summary of the objects of the charity set out in its governing document

(ii) in providing financial assistance, outfits, clothing, tools, instruments or books to assist such persons to pursue their education (including the study of music and other arts), to undertake travel in furtherance thereof, or to prepare for or enter a profession, trade or service on leaving school, university or other educational establishment.

(b) for general charitable purposes for the benefit of the inhabitants of Gissing

The main activities in fulfilling these objects are:

- By maintaining an attractive community building and through active community involvement and promotion, we stimulate and support community interest groups providing entertainment, social engagement and exercise for community members of all ages.
- By organising village events we provide opportunities for community members to enjoy the social benefits of volunteering and attendance, whilst providing opportunities for fund-raising
- We encourage our Heritage and Habitat interest group which attracts members from this and surrounding parishes, to actively raise awareness of the natural environment through talks and through collaboration with Norfolk Wildlife Trust, work on local conservation projects
- By maintaining and renting the Old School to a pre-school activity, we both financially support the educational bursary scheme and provide a much needed facility for pre-school children

In doing the above, the charity has fully complied with its duty to have due regard to the Charity Commission's public benefit guidance

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

The charity welcomes the unstinted efforts of its growing band of volunteers who are involved in all aspects of service provision and fundraising.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This year the charity has enabled an extensive set of community activities to continue whilst also increasing its financial security through developing its revenue streams

Activities taking place in and around our Community Building during the year included those run by the Toddler Group, Gissing Singers, Gissing Arts, the Garden and Bee Groups, Crafters Café, Table Tennis, Reading Group, Parchment Group, yoga sessions and both children's and adults' dance classes. The Heritage and Habitat group, as well as holding regular interesting talks for the community is collaborating with Norfolk Wildlife Trust in conservation projects in the village, involving community volunteers.

We have continued to see a healthy growth in private parties from members of the local community attracted to the attractive space and modern facilities of the (community) building. We have also increased commercial bookings, by both personal contact and attending trade fairs. We have been particularly fortunate in attracting organisations providing social support services. The success of our hiring is also down to sound administration of the hiring process and the high level of customer care offered.

We have held a number of events in the year, the most successful being a classic car and open gardens event, which attracted around 500 people and was an important fundraiser. We have also continued to run a regular café, with the generous support from the Norfolk Community Foundation. This has really helped counter social isolation during the dark winter months and has become increasingly popular.

Whilst doing this we continued to practically maintain the Community Building and its surroundings using a combination of volunteers and where necessary, tradespeople

Section E

Financial review

Brief statement of the charity's policy on reserves

1. To ensure that we can provide a consistent level of service protecting against unforeseen losses to income or increases in expenses.
2. To ensure that our liabilities can be met should our building need to close.

We will aim to maintain a reserve of at least £10,000 in the unrestricted fund to cover maintenance of the Community Building and financial deficits, and at least £15,000 in the endowment fund, which will cover repairs to an old building and potential loss of tenants.

Details of any funds materially in deficit

None in deficit this year

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

During the financial year 23/24, the main sources of income to the unrestricted fund have been hire charges for the use of the Community Building boosted by an increasing number of parties and commercial hires. Fundraising income has increased largely as a result of our major summer event. We will continue to try to increase income from all these streams in the coming year and we have been putting activity into further increasing commercial hires.

The primary source of income to the endowment fund is the rent of the Old School from a 5 year lease.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

B R Nanna

06.12.24

Full name(s)	BRIAN NORMAN	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	06/12/24	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Heart of Gissing CIO

1161599

Receipts and payments accounts

CC16a

For the period
from

01/05/2023

To

30/04/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Community Building Hire	11487.00			11,487	9,346
Old School Rent		-	8,700	8,700	7,950
Grants/Donations	-	2,360	-	2,360	3,571
Events/Fundraising	8,555	-	-	8,555	4,717
Other	319	-	-	319	732
NCF Hardship Fund Grant	-	-	-	-	2,900
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	20,361	2,360	8,700	31,421	29,216
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	20,361	2,360	8,700	31,421	29,216
A3 Payments					
Insurance	1,902		777	2,679	2,560
Utilities and Waste	4,698	-	-	4,698	5,274
Admin - Salaries and S/W licences	3,417	-	1,008	4,425	4,211
Cleaning - Salary and materials	2,629	-	-	2,629	2,476
Maintenance	1,805	-	315	2,120	7,679
Events/Fundraising	2,019	2,025	-	4,044	2,503
Marketing	42	39	-	81	278
Other	934	510	-	1,444	3,360
NCF Hardship Fund Payments	-	-	-	-	2,900
	-	-	-	-	-
Sub total	17,446	2,574	2,100	22,120	31,241
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	17,446	2,574	2,100	22,120	31,241
Net of receipts/(payments)	2,915	- 214	6,600	9,301	- 2,025
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	35,621	610	14,647	50,878	-
Cash funds this year end	38,536	396	21,247	60,179	- 2,025

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Accounts, Barclays, Charity Bank	38,536	469	21,247
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	38,536	396	21,247
(agree balances with receipts and payments account(s))				

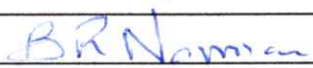
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Community Building	Restricted	-	-
	Old School Building	Endowment	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Endowment	-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	B R NORMAN	06.12.24

Independent examiner's report to the trustees of the Heart of Gissing Trust

I report to the trustees on my examination of the accounts of the Heart of Gissing Trust (the Trust) for the year ended 30 April 2023.4 *P. Wright*

Responsibilities and basis of report

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 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

2. the accounts do not accord with those records.

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.

Signed:

P. Wright

Name: Paul S.T. Wright

Relevant professional qualification or membership of professional bodies (if any):

Address: Hall Green Cottage, Malthouse lane, Gissing.

Date:

10/12/24