



Trustees' Annual Report for the period

Period start date			Period end date		
From	01	Jan	To	31	Dec
		2020			2020

Section A Reference and administration details

Charity name

NETTLEHAM COMMUNITY HUB

Other names charity is known by

Registered charity number (if any)

1166816

Charity's principal address

1 EAST STREET

NETTLEHAM

LINCS.

Postcode

LN2 2SL

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	Jaime Oliver	Project Manager		
2	Janet Schooley	Secretary		
3	Russell Coulter	Treasurer		
4	John Barrett	Trustee	26-Oct-2019 to 25-Mar-2020	
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17				
18				
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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

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
(eg. trust deed, constitution)

CONSTITUTION

How the charity is constituted
(eg. trust, association, company)

C.I.O.

Trustee selection methods
(eg. appointed by, elected by)

VOLUNTEERS with reference to skill-sets

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.

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Section C Objectives and activities

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

TO PROVIDE A LIBRARY SERVICE AND COMMUNITY HUB TO NETTLEHAM AND SURROUNDING AREA, INCLUDING COMMUNITY-BASED GROUP ACTIVITIES FOR ALL AGES.

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)

THE TRUSTEES HAVE HAD DUE REGARD TO THE GUIDANCE ISSUED BY THE CHARITY COMMISSIONERS ON PUBLIC BENEFIT.

Library Services were unavailable from 20th March 2020 as a result of closure of the building by LCC (the landlord). Major relocation of the library books, and one-way movement of people with signage was required by LCC to meet risk management and social mixing criteria, which also changed throughout the year, necessitating multiple risk assessments to be approved by LCC prior to any potential re-opening. Limited services (drop-off and click-&-collect) re-started briefly in December 2020.

Community Café service was suspended from 17th March 2020 until 1st December 2020, re-starting as a take-away service; and again closed at end December 2020.

All community activities were truncated at the end of March:

Parents & Children (Story Time, Lego Club, Baby Massage, Tummies to Mummies, Dance Academy, Heartbeeps, Multisensory Play);

Family Activities (Artful Dodgers, Festive Market, CV Writing, Introduction to Spanish, Online Family Safety, Tipping Point, Finding Your Mojo);

Community Services (Tech Buddies, Art Studio, Rustic Workshop, Pre-Loved Sales, Pamper Night, Patchwork community, Jammin' Sessions, Book Club, Chatter & Natter.);

Health & Well-being (Stretch & Flex, Ballet Fitness, Mindfulness, Circuits, Pilates, Yoga, Total Body Tone);

Office Rentals (Space was rented to various social and commercial organisations, including Web Design No 75, Shooting Fish Theatre Group, Total Balance).

Partnerships The agreement made with All Saints Anglican church to 'pool' action related to social inclusion activities and a series of inter-generational heritage projects did not result in any projects, as the church building was also closed during most of the year.

Additional details of objectives and activities (Optional information)

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

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

In the early months of 2020, progress was made in providing space for community activities through 3rd parties and limited number of events eg half-term craft activities, Lego Club, Easter Egg hunt. Silent Disco was run by volunteers to generate match-funds for building improvements.

Office space was provided for the following:

A wellness clinic (start-up), reflexology (start-up), physiotherapist (start-up), masseuse (start-up), disadvantaged theatre group, The Living Room (religious group), Patchwork Community (choir), Gallery for entrepreneurs (local), Food Trucks (local Entrepreneurs), No 75 (web commerce start-up).

Trustees have historically agreed annually to allow 10 local non-profit organisation to get free use of studio / main room. In 2020, this included

Hexameter Poetry Performance Group, book-readings (local author), The Sanctuary, WriteNote (local free space for music practice), Elster Bread Co, Flower Shed.

OneYou (free use of room to interview GP referrals), VCS (free) to help local people who are vulnerable to network effectively. using 1-1 interviews..

Tech buddies (free to customers), Local Councillor surgeries (free), Book Club, Public Health Collaboration (free)

A number of specific grant applications were made, of which some were successful, viz: Crowd-funding appeal for improvements to the toilets;

WLDC Initiate fund (windows, blinds, and bike racks);

The FSA for website development and core operating costs

Reserves ring-fenced for these projects are carried forward.

Significant work remains needed to the building configuration to support the ongoing operation, particularly disabled access for all areas, which must be funded by the charity, supported from reserves, by fund-raising and some modest local grants (see above).

To achieve full self-supporting status requires significant further capital investment, currently under discussion with Landlord.

Support from local and national sources for the Charity during lockdown was provided by ten separate grants totalling £37,024: without this support, the Charity's reserves would have been almost completely eroded. As it stands, the Charity remains dependent on significant grant-funding to achieve break-even.

Activities which are directed to the Charity's Objects include:.

Activity	Use	Object
Hiring spaces	health & well-being, parent & toddler groups, music groups	building self-confidence, facilitating networking
Office rental	opportunity for entrepreneurs to build their business using start-up discounts	building practical business skills
Wall Space	local artists build their confidence and display their work	creating self-confidence & creativity
Craft Stalls	encouraging local entrepreneurs to sell their home-made products.	increase artisanal activities including re-purposing materials
Free Use	offered to at least 10 not-for-profit community groups per year	increases range of engagement for local people, meeting new people
Voluntary groups	set up and run by Hub such as Lego Club, Tech buddies	develops sense of purpose in non-threatening environment
Library Service	volunteers help to maintain the library services.	develops sense of purpose & engagement in community
Volunteering	opportunities for people to contribute in a non-threatening environment	develops sense of purpose, learning of job-related skills
Staff employment	local employment opportunities.	grows local expertise & employability
Fundraising	events and services that get the community together	provides opportunities for learning new hobbies, meeting new people
Event Participation	participating in other local events such as carnival day, scarecrow day, festive market	enhances community cohesion
Family Activities	opportunities for Intergenerational activities	enhances community cohesion
Seasonal Activities	intergenerational activities and the flows of the seasons.	reduces loneliness & depression with variety & sense of passage of seasons
Café area	allows the building to be open 6 days & provides shared area to relax & socialise	increases scope of Hub activities, provides a local focus for social interaction
Ideas forum	ideas to create a service at The Hub: with free space to help this come to fruition	feeds the engine of variety, allows people to give back to the community

Summary of the main achievements of the charity during the year

The COVID-19 pandemic, and associated legislation by HMG affected operations in 2020 well beyond those envisaged initially, when the operations ceased on 20th March 2020. As reported in the 2019 Report: *"The café closed on 17th March 2020 in anticipation of loss of footfall, and the building closed on 20th March 2020. It will remain closed until at least mid-May 2020."*

In the event, the building remained closed for all activities until early November 2020, when Library "Click-&-Collect" services commenced, and a takeaway service was trialled by Café staff in December. The re-opening even for these limited activities was curtailed in December 2020 with further emergency measures imposed nationally.

Impact was (a) loss of footfall to café, (b) loss of rental income and (c) loss of fund-raising opportunities while building was closed, and impairment while social distancing in force when the premises opened. These were offset to a degree by grants from central government (distributed through District Council) for Business Protection, and from HMRC funds under the CJRS scheme to support furloughed staff at 80% of their average income.

Trustees:

- i. Applied for and received funding by HMG Emergency Business Protection Scheme as participating in the Leisure industry (£25,000);
- ii. Furloughed all paid staff from the date of café closure;
- iii. Applied for HMRC furlough grants [CJRS grant];
- iv. Supported staff on furlough from reserves to top up pay.

Marketing and strategic services continued to be provided during the closure periods, as Trustees considered a number of scenarios in planning business operations in 2021, and in an attempt to set a budget for 2021, with the largest uncertainties over timing of any relaxation of restrictions and the subsequent 'bounce-back' of custom. Extensive searches were undertaken to identify additional sources of grant funding.

The person supplying book-keeping services resigned mid-year but agreed to continue operating payroll on behalf of the Charity until December 2020.

Section E

Financial review

Brief statement of the charity's policy on reserves

There is no reserves policy.

Details of any funds materially in deficit

None

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.

Section F

Other optional information

Section G

Declaration

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


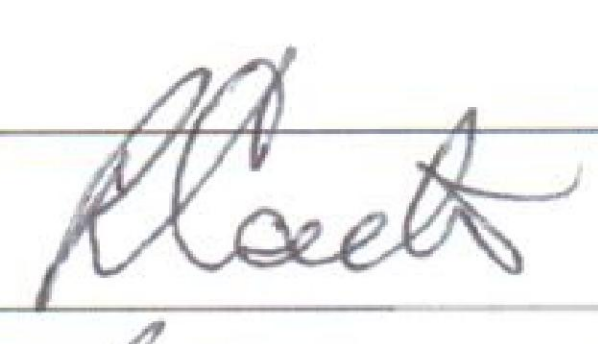
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
JAIME OLIVER	RUSS COVIER
CHAIR	HON. TREAS.

16th Dec 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Nettleham Community Hub

Receipts and payments accounts

CC16a

For the period
from

01-Jan-20

To

31-Dec-20

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					
Cap Grants	2,580	-	-	2,580	-
Rev Grants	5,943	-	-	5,943	5,166
Lott Funding	-	-	-	-	10,000
Rental Inc	6,064	-	-	6,064	14,472
Other	65,431	-	-	65,431	5,182
Donations	2,169	-	-	2,169	1,731
Event Inc	479	-	-	479	4,619
Sales	16,783	-	-	16,783	52,850
Sub total (Gross income for AR)	99,449	-	-	99,449	94,020
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	99,449	-	-	99,449	94,020
A3 Payments					
Salaries	29,091				29,677
Staff Training					186
Tel & Int	1,395				1,098
CS Overheads	-	-	-	-	23,594
Grants	-	-	-	-	1,382
Furniture	-	-	-	-	362
Legal/ Acc	1,270	-	-	1,270	1,945
Other	-	-	-	-	371
Post Stat and Print	278	-	-	278	873
Proj Management	875	-	-	875	13,450
Property Improvements	3,201	-	-	3,201	2,180
Running Costs	67,558	-	-	67,558	11,280
Sub total	73,182	-	-	73,182	86,344
A4 Asset and investment purchases, (see table)					
Coffee Shop Equip	-	-	-	-	8,158
	-	-	-	-	-
Sub total	73,182	-	-	73,182	8,158
Total payments	73,182	-	-	73,182	94,502
Net of receipts/(payments)	26,196	-	-	26,196	- 482
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,725	-	-	9,725	10,207
Cash funds this year end	35,921	-	-	35,921	9,725

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	Lloyds Hub	31,862	-	-
	Hub Cash	29	-	-
	Lloyds CS	2,319		
	C Shop Cash	1,052		
	Creditors (nett)	166		
	Lego Cash	493	-	-
	Total cash funds	35,921	-	-

(agree balances with receipts and payments account(s))

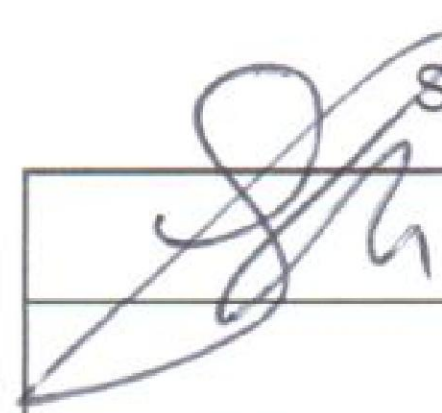
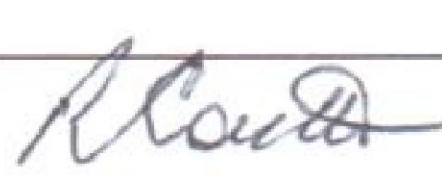
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
	JAIME OLIVER	14/12/21
	RUSS CORNER	14/12/21



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name Nettleham Community Hub		
On accounts for the year ended	31 st December 2020	Charity no (if any)	116816
Set out on pages	1 & 2 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2020.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:** 7th Dec 2021

Name: Karen Cain

**Relevant professional
qualification(s) or body
(if any):** FICB, PM.Dip

Address: 74 Abbotsleigh Road
South Woodham Ferrers
Essex CM3 5SS

Only complete if the examiner needs to highlight 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.