



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Jan	2022		31	Dec	2022

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	Strategy Manager	01-Jan-2022 to 31-Jul-2022	
2	Janet Schooley	Secretary		
3	Russell Coulter	Treasurer		
4	Mark Dodds	Chair of Trustees		
5	Ellis Purvis	Trustee		
6				
7				
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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

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.

- Trustees introduced a Management Committee formed of volunteers to manage more day-to-day activities and release Trustees for longer-term considerations.
- Trustees resolved not to renew the contract for strategic services with the previous provider when their contract expired on 31-Dec-2022.
- The apprentice employed by the Charity completed her training and was awarded a 6-month contract of 30 hours per week as Business Manager.
- Book-keeping services secured from Capella Services in early 2021 (including operation of payroll), proved unsatisfactory by the end of 2022, and alternative arrangements were made with You-Count Accountancy in 2023, to include resolution of 2022 accounts.
- Trustees agreed to continue for a further year, and review the CIO for scope to extend the term of appointment and simplify the document to remove some redundant sections.
- Trustees have taken steps to manage the Charity 'brand' and communication in light of some unfavourable or inappropriate articles published towards the end of the year. This may lead to a 'relaunch' in 2023.
- Additional trustees are sought, particularly those with experience of Finance & Law.
- Volunteer contributions to planning, setting up and tidying away at Events are disappointingly small: Trustees will address motivation in 2023.

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)

Library Services were available throughout the year, 7 days a week.

Café Service continued to be offered by Seven Districts, whose long-term occupancy was sealed with a sub-lease.

Community activities and room occupancy recovered to pre-COVID levels.

Parents & Children (Mama's milk support group, Preschool ballet, Mini First Aid, Messy Play, Baby Massage);

Family Activities (Birthday parties, Festive Market, Halloween Disco, Hallowe'en Crafts, Hallowe'en Trail, Santa's Grotto, Elf Workshop);

Community Services (Flower shed workshops, St*tch-&-B*tch, Preloved and Book sales, Patchwork Community Choir, Scarecrow Festival, Crafts Market, Virtual Village Noticeboard);

Community Garden project was launched and both local schools' pupils were engaged. Twenty-six events were planned, of which 20 were held through the year, close to our target of two per month.

Health & Well-being (Ballet Fitness, Karate, Healing Rooms, Medikate, Yoga);

Office Rentals Occupancy was much improved over 2021: space was rented to various social and commercial organisations, including Brick by Brick Play (home education), Gallery for Entrepreneurs, Food Trucks; and a number of start-ups at discounted rates providing Counselling, Massage, and Beauty & Wellness clinic.

Partnerships Trustees identified in 2021 a 'Youth Project': in 2022 this was pursued and refined into phases, including a "KidzZone" young person play area. A number of options were identified and partial funding was secured for a pre-school age group soft play area. Discussions commenced with local Planning (WLDC), and landlord (LCC on change of use for the garage building to house this activity. Further funding was also sought from both these partners.

Events continue to attract large attendance, twenty-six events were planned, of which 20 were held through the year, close to our target of two per month. A programme to improve the working environment and improve staff morale with the Management Committee formation are intended to help increase volunteer engagement.

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.

Significant work remains to the building and 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; and to expand the areas of space (and shape) for rental in the longer term, as interest in a range of activities is increasingly being expressed as the year closes. A fire alarm system was fitted in the year, funded by Landlord, and clerestory windows were repaired so as to open, reducing the shared space room temperature in the summer, & mitigating the need for expensive electric air conditioners. More work remains to be done with the heating system to modernise and reduce costs (Charity responsibility), and to get a smart meter for the electricity supply so as to manage usage better. Upgrading the toilets is under way but not complete.

The Charity continues to negotiate with its Landlord in respect of a longer-term lease, which would open up a number of grant sources, and any statutory services that might be delivered locally. To achieve full self-supporting status requires significant further capital investment, which remains under discussion with Landlord.

Discussions continue with the local Parish and District Councils over grant assistance, some of which have been successful: the Charity has received £14,000 in COVID-related business re-start grants from West Lindsey in the year.

The Charity remains dependent on significant grant-funding to achieve break-even, and continues to seek longer-term funding sources. Re-structuring of team resources discussed in 2021 was implemented in 2022, with savings of £5,000 in the year, and ongoing. Careful thought will need to be given to rent reviews in the light of current utility costs, and to secure funding for the aims of increasing and expanding community services in line with quantified expressed local needs.

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2022 has been a year of transition: back to 'business-as-usual' but with a new Board and officers. Initial discussions with LCC (the Landlord) relating to the years beyond 2026, when the current lease expires, were stalled as LCC has no information beyond that date from central government. No doubt with 2024 as a General Election year, councils nationally are maintaining the status quo to see what happens.

At the beginning of the year, cash-flow was negative, so steps were taken to reduce costs and encourage additional income. Rental rates were held at prior years' levels to encourage occupancy. Office rentals ended the year with all rooms rented, but some for only part of the week: the Studio still has potential to increase income, but there is now a small waiting list for the smaller rooms.

The local Parish Council had reported that during COVID, some antisocial behaviour from young people had been reported, and the Charity approached the Council with a proposal for a Youth Hub to draw those people into a structured environment with activities. Partner Funding was sought for the Youth Leader resource (and a supplier identified), with the Charity offering the use of a large space without charge. Council reported that no budget was available for this, so the scheme was shelved.

Trustees received a grant of £15,000 from Jojo Maman Bébé towards a soft-play area assembly for pre-school children, and submitted a planning application and development plan to West Lindsey Planning authority and Lincoln County Council (Landlord). The local council was again approached for some match-funding, but none was made available.

Extensive searches were undertaken to identify additional sources of grant funding. The more substantial grant-funding opportunities require pre-requisites that are challenging for a charity such as ours, and we continue to work with LCC to unlock access to these funds.

The Charity's energy contracts came up for renewal in 2022, and were renewed in the end for 2 years at unit prices for electricity in particular approximately 40% higher than previous fixed tariff. Some Government-funded offset was received (via direct discount on bill from supplier). This offset is for 6 months, so continues until early 2023.

Six Start-Ups or Community ventures were offered free room-hire or subsidised rental space during the year.

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

The Independent Examiner has noted three points in their inspection, relating to: assets, restricted funds, and cash handling. Trustees have already adopted a simpler cash handling and recording process, reconciling monthly; are working with accountancy services to establish a record of restricted funds in the Xero ledger system used for bookkeeping (currently on a spreadsheet); and will undertake an asset survey in 2023 to audit existing assets and identify any further acquisitions (marking equipment may be required to code the assets).

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)	R. Coulter	M. Dodds
Position (eg Secretary, Chair, etc)	Treasurer	
Date	7 th September 2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Nettleham Community Hub

1166816

Receipts and payments accounts

CC16a

For the period
from

01/01/2022

31/12/2022

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	-	-	-	-	-
Rev Grants	19,167	-	-	19,167	-
Lott Funding	20	-	-	20	-
Rental Inc	22,388	-	-	22,388	-
Crafts	225	-	-	225	-
Donations	18,849	-	-	18,849	-
Suspense Income	818	-	-	818	-
Event Inc	582	-	-	582	-
Sales	6,811	-	-	6,811	-
Sub total (Gross income for AR)	68,860	-	-	68,860	58,507
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	68,860	-	-	68,860	58,507
A3 Payments					
Salaries	10,791	-	-	10,791	-
Pension Cost	107	-	-	107	-
Health & Safety	400	-	-	400	-
Adjustment Year End	- 368	-	-	- 368	-
Tel & Int	158	-	-	158	-
Event Expenses	422	-	-	422	-
Craft items	403	-	-	403	-
Furniture	41	-	-	41	-
Advertising/Marketing	1,019	-	-	1,019	-
Legal/ Acc	2,997	-	-	2,997	-
Consultation	13,733	-	-	13,733	-
Insurance	853	-	-	853	-
IPT	96	-	-	96	-
Depreciation	1,724	-	-	1,724	-
IT Software/Consumables	33	-	-	33	-
Post Stat and Print	414	-	-	414	-
Utilities	11,536	-	-	11,536	-
Subscriptions	1,128	-	-	1,128	-
Cleaning	2,302	-	-	2,302	-
Repairs/Maintenance	686	-	-	686	-
Property Improvements	2,549	-	-	2,549	-
General Expenses	1,770	-	-	1,770	-
	52,794	-	-	52,794	73,729
	-	-	-	-	-
Sub total	52,794	-	-	52,794	73,729
Total payments	52,794	-	-	52,794	73,729
Net of receipts/(payments)	16,066	-	-	16,066	
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,699	-	-	20,699	
Cash funds this year end	36,765	-	-	36,765	20,699

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

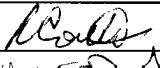
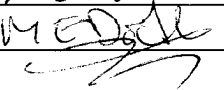
Category	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £ to nearest £	to nearest £ to nearest £	to nearest £ to nearest £
B1 Cash funds	Lloyds Hub	18,790	-	-
	Lloyds Treasurer	17,121	-	-
	Petty Cash	854	-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	36,765	-	-

Unrestricted funds	Restricted funds	Endowment funds
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B2 Other monetary assets	-	-	-
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Category	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Category	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B4 Assets retained for the charity's own use	Picnic Table	Unrestricted	-	
	Tables For Studio	Unrestricted	-	
	Paper Shredder	Unrestricted	-	
	Coffee Machine	Unrestricted		
	Fridge 1	Unrestricted		
	Fridge 2	Unrestricted		
	Freezer	Unrestricted		
	MAC 2	Unrestricted		
	Lenovo 15 Tablet	Unrestricted		
	Dyson Hoover	Unrestricted		
	LOGIK LAC10C22 Aircon	Unrestricted		
	LOGIK LAC10C22 Aircon	Unrestricted		
	Zettle Card Reader	Unrestricted		
			-	
			-	

Signature	Print Name	Date of approval
	R. COUTER	6/9/23
	M. DODDS	6/9/23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Nettleham Community Hub

On accounts for the year
ended

31st December 2022

Charity no
(if any)

1166816

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2022**.

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date: 13/09/2023

Name:

Paula Mellows

Relevant professional
qualification(s) or body
(if any):

FMAAT

Address:

8 Wedgewood Close

Lincoln

LN6 3LS

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 details of any items that the examiner wishes to disclose.

There is a difference between reported cash figure year ending 31/12/2021 and recorded figure in the accounting software. This was due to a review of all accounts and as such has resulted in an alteration in the amount, also the Hub are now tightening up their accounting practices going forward.