



# Trustees' Annual Report for the period

From **Period start date** 01 01 2023 **To** **Period end date** 31 12 2023

## Section A Reference and administration details

**Charity name** Pinhoe Community Hub

**Other names charity is known by** Friends of Pinhoe Library

**Registered charity number (if any)** 1182544

**Charity's principal address** 26 Harrington Lane  
Pinhoe  
Exeter  
**Postcode** EX4 8PB

### 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	Tracy Adams			
2	Nicola Andrews		Appointed 06/03/23	
3	Wendy Bodell		Stood down 09/5/23	
4	Keith Bickers		Appointed 09/05/23	
5	Valerie Dixon	Chair		
6	Jakir Hussain			
7	Rachael Hodgson-Magee		Stood down 23/02/23	
8	Ashley Loakes		Appointed 03/04/23	
9	Angela Roberts	Secretary		
10	Gemma Rolstone		Appointed 26/10/23	
11	Lynne Rose			
12	Adam Stock		Appointed 03/04/23	
13	Duncan Wood			

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	CIO
Trustee selection methods	Trustees are appointed through election by association members at a general meeting, notification to stand submitted in advance. The members or the charity trustees may co-opt new charity trustees during the year.

## Section C

## Objectives and activities

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

To further or benefit the people living in and around Pinhoe by bringing together residents, local authorities, voluntary and other organisations to work together. Working to advance education and leisure.

**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)**

We ran a number of engagement and fundraising events including information drop ins and coffee mornings plus the ever-popular Pinhoe Fun Day. We also held Christmas Carols on 24th Dec round tree we set up in centre of the shopping area.

We did a skills audit of the Trustee Board and ran a successful recruitment campaign for Trustees.

We applied for our second term of planning in February, which was approved in June 2023. The proposal was summarised as the provisions of Community Hub Building to include: a library, sports changing rooms, cafe, multi-purpose function rooms and office space.

One of our projects, the Friends of Pinhoe Station constructed a flowerbed and sign for the station. This will welcome passengers to the station and is sited opposite the location that the Hub building will be built.

We began work on a website.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Alongside developing the project we continued our work in community engagement and information sharing about the new building and to raise funds local to support its construction and ultimate running costs.

In September Exeter City confirmed its significant (£1.2M) match funding to support the construction of the new building with the signing off of the memorandum of understanding for the funding. This commitment means we have secured more than half the funding required to build the community hub.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The Pinhoe Hub aims to retain reserves sufficient to meet our legal obligations were we in a position where we needed to wind up the charity. This includes resources necessary to meet any commitments of the charity including the return of unspent restricted funds which cannot be spent in line with funding agreements.



## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Am Roberts	T. A. Adams,
Full name(s)	Angela Mary Roberts	TRACY ADELE ADAMS
Position (eg Secretary, Chair, etc)	Secretary	TRUSTEE
Date	31st October 2024	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Pinhoe Community Hub

## Receipts and payments accounts

CC16a

For the period  
from

01/01/2023

To

31/12/2023

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Grants	800	-	-	800	3,770
Fund Raising	2,197	239	-	2,436	4,281
Donations	580	-	-	580	425
Other	-	-	-	-	37
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>3,577</b>	<b>239</b>	<b>-</b>	<b>3,816</b>	<b>8,513</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,577</b>	<b>239</b>	<b>-</b>	<b>3,816</b>	<b>8,513</b>
<b>A3 Payments</b>					
Build & Design Costs	-	-	-	-	-
Planning Costs	-	8,114	-	8,114	-
Cost of Fundraising	1,236	-	-	1,236	2,700
Promotion	-	-	-	-	790
Administration	134	-	-	134	166
Insurance	566	-	-	566	-
Equipment and supplies	481	953	-	1,434	37
Other	115	-	-	115	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,531</b>	<b>9,067</b>	<b>-</b>	<b>11,599</b>	<b>3,694</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>2,531</b>	<b>9,067</b>	<b>-</b>	<b>11,599</b>	<b>3,694</b>
<b>Net of receipts/(payments)</b>	<b>1,045</b>	<b>- 8,828</b>	<b>-</b>	<b>- 7,782</b>	<b>4,819</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>6,289</b>	<b>25,605</b>	<b>-</b>	<b>31,894</b>	
<b>Cash funds this year end</b>	<b>7,334</b>	<b>16,777</b>	<b>-</b>	<b>24,112</b>	<b>4,819</b>

## 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 £
<b>B1 Cash funds</b>	Pinhoe Community Hub Account	7,334	13,106	-
	Pinhoe Hub (Friends of Pinhoe Library)	-	3,671	-
		-	-	-
	<b>Total cash funds</b>	<b>7,334</b>	<b>16,777</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Am Roberts	Angela M Roberts	31/10/24	
	T Adams	TRACY ADAMS	31/10/24	





Section A

Independent Examiner's Report

Report to the trustees

PINHOE LIBRARY + HUB

On accounts for the year  
ended

31 - 12 - 2023

Charity no  
(if any)

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity's trustees, 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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities 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:

J Smith

Date:

26-10-24

Name:

JOAN SMITH

Relevant professional  
qualification(s) or body

(if any):

Address: 15 HOOPER ST  
EXETER  
EXH ALU

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.

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