



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> November 2020 **To** 31<sup>st</sup> October 2021

**Charity name:** Chatterley Whitfield Friends CIO

**Charity registration number:** 1183093

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Charitable Incorporated Organisation (CIO) is to advance the education of the public in the history of mining at the former Chatterley Whitfield colliery by the demonstration of mining methods and the exhibition of machinery and ancillary matters connected with mining transportation social conditions and industrial archaeology and in such other ways as the trustees consider appropriate.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Cataloguing, preserving, renovating, erecting, digitising and displaying artefacts, documents, photographs, maps and plans linked to the mining industry and the community.</p> <p>Constructing memorials to colliers who lost their lives at Chatterley Whitfield, in the north Staffordshire coalfield and at war.</p> <p>Maintaining a mining heritage centre with displays and exhibitions, for research, projects and meetings, and as a drop-in centre for social activity, memories and oral history.</p> <p>Providing tours and information about Chatterley Whitfield on Heritage Open Days, other open days and for parties from schools, colleges and community associations.</p> <p>Liaising with Stoke-on-Trent City Council (the owners of the site) and other organisations, including Historic England, to preserve the several listed buildings and scheduled ancient monuments on site.</p> <p>Applying for grant funding to maintain, enhance and develop the Chatterley</p>

		<p>Whitfield Friends heritage centre and other buildings and site assets.</p> <p>Cultivating a social media presence to inform the wider public about Chatterley Whitfield.</p> <p>Supporting the security of the complex and, with the aid of a local college, keeping in check the overgrowth of vegetation.</p> <p>Producing an on-going photographic record of Chatterley Whitfield to monitor the state of the buildings.</p> <p>Liaising with Historic England, the local M.P., the site owners and appointed architects (Feilden Clegg Bradley Studios) to produce a Vision document setting out opportunities for the re-use and re-purposing of Chatterley Whitfield.</p> <p>Providing volunteering opportunities for community members.</p> <p>Obtaining a grant to maintain visitor access to the 2 star listed Pit Head Baths building.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning the activities for the period the trustees reviewed and incorporated Charity Commission guidance on public benefit.

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All the members of Chatterley Whitfield Friends are volunteers who freely give their time, experience and expertise to benefit the charity and the local community. The charity relies upon their dedication, passion and enthusiasm to preserve the Chatterley Whitfield colliery and memories of miners and mining communities.
Other		

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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We maintained the number of Chatterley Whitfield Friends at over 450 supporting members, despite the problems brought on by the continuing covid19 pandemic that resulted in the closure of the site for much of 2020 and 2021.</p> <p>During lockdown we continued to meet regularly, plan and campaign using video conferencing facilities.</p> <p>Heritage Open Days (HODs) were reinstated in 2021 (having been cancelled in 2020) and we restarted monthly site open days for visitors from October 2021.</p> <p>The 2021 HODs and open days were all fully booked and there was a waiting list, showing the continuing interest that remains in the former colliery both locally and further afield.</p> <p>From mid 2021 we were able to reintroduce increased opening hours at our heritage centre (with working parties on Thursday and Saturday mornings) so that more people were able to visit without appointment (the main colliery site itself is usually cordoned off due to potential "pitfalls").</p> <p>We were also available by appointment at suitably convenient times to guide tours around the colliery site itself for individuals and community groups.</p> <p>We have been visited by the local M.P. for Stoke-on-Trent North, Kidsgrove and Talke, Jonathan Gullis, on several occasions and he has been active in parliament acclaiming the potential of Chatterley Whitfield. He was accompanied on one visit by the leader of the House of Commons, Jacob Rees-Mogg and, on another visit, by the then Under Secretary of State for Arts, Heritage and Tourism.</p> <p>We continued to develop the memorial garden (with seating for reflection and flower and herb beds) including the miners epitaph and memorials commemorating the 1881 disaster at Chatterley Whitfield and a World War memorial.</p>

		<p>We held an outdoor remembrance service as part of our AGM in November, suitably socially-distanced because of the pandemic, to remember with gratitude and indebtedness all those colleagues (nearing 5000 colliers) who lost their lives during the working period of the north Staffordshire coal mines.</p> <p>We developed an outside demonstrator tub rail network adjacent to the memorial compound showing visitors how work was done and coal moved in the mine.</p> <p>We continue to maintain and enhance our presence on Facebook, Instagram, Twitter and YouTube which, together with our website, informs and acquaints the public and community about what is happening and opportunities at Chatterley Whitfield.</p> <p>We hosted filming for potential inclusion in the BBC nature programme “The Green Planet” and BBC YouTube, as well as undertaking interviews for local television, radio and the press.</p> <p>We invited Reaseheath College arboriculture students to help with the removal of excess vegetation from the site.</p> <p>We have co-operated with the local Keele University on two projects - “Decommissioning the 20<sup>th</sup> Century” and “Planning Creativity”. The former concerned with how major industrial sites are decommissioned and the latter regarding how communities can participate in the planning process.</p> <p>We have co-operated with other universities, colleges and schools, who are undertaking a variety of projects, including architecture, marketing, media, history and others, to show them the site and inform them of its past, present and future potential.</p> <p>A significant repair to the entrance of the grade 2 star listed pit head baths, undertaken using a covid-19 grant, has been completed; which will allow continued safe visitor entrance and exit to a Chatterley Whitfield Friends work and display area in the Deployment Centre and will hopefully be a catalyst to open up the former Canteen and other parts of the pit head baths for Friends and community use.</p> <p>We have obtained funding during the year to enhance the amenity and security of the</p>
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		<p>heritage centre for members and visitors.</p> <p>Unfortunately, we have experienced and continually deal with (as best we can) vandalism and trespass on site which is damaging irreplaceable heritage; this involves patrolling the site, mending and replacing fencing and liaising with the council and the police.</p> <p>We have participated in the on-going production of a Vision document for Chatterley Whitfield, commissioned by Historic England, that will consider future uses for the former colliery.</p> <p>We have digitised several thousand photographs and documents and are in the process of digitising several thousand maps and plans, which are held at Chatterley Whitfield, with the intention of cataloguing them on our website (with excerpts on Facebook and Instagram) and making the collections available, subject to copyright, to researchers, both amateur and professional.</p> <p>We are continually grateful for those items which are donated to us by members of the mining community public and others, local organisations and private companies as well as the considerable help given by local, regional and national authorities.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the CIO held £11,974.68 in non restricted funds, an increase of approximately £2,000 over the preceding accounting year end, the increase mainly being made up of membership fees, donations and funding. There were fewer outgoings, in part due to the covid19 pandemic.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The main sources of unrestricted income are membership fees and donations. These can fluctuate from year to year, as can monthly outgoings. We aim to have a minimum of the approximate equivalent of six months reserves based on the expenditure figures from the accounting year.
Amount of reserves held	Para 1.22	£1000
Reasons for holding zero reserves	Para 1.22	-
Details of fund materially in deficit	Para 1.24	-
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	-

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funds derive from membership fees, donations and grants.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Officers of the charity are elected / re-elected at the AGM (or at a general meeting). There is a maximum of 11 and a minimum of 5 trustees. The constitution states that five positions (chair, deputy chair, secretary, treasurer, membership secretary) automatically become trustees. There are in addition up to 4 trustees elected by the membership at the AGM or general meeting (nominations for election may be made by any member) and, also, up to 2 trustees can be co-opted by the membership of the CIO. Membership is open to any member of the public for a small fee.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Chatterley Whitfield Friends CIO
Other name the charity uses	-
Registered charity number	1183093
Charity's principal address	Unit 29b Enterprise Centre,



	Chatterley Whitfield, Biddulph Road, Stoke-on-Trent. ST6 8UW

## 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	Nigel Bowers	Chair		
2	Mark O'Grady	Deputy Chair		
3	Daniel Bowers	Secretary		
4	Isabel Newsome	Treasurer		
5	Adrian Cartlidge	Membership		
6	Michael Ansell	Elected		
7	Henry McDonald	Elected		
8	Alistair Lias	Elected		
9	Ann James	Elected	From 21st November 2020	
10	David Evans	Co-opted		
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20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### 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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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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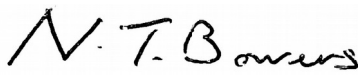

## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Nigel Thomas Bowers	Isabel Jane Newsome
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	01 December 2021	01 December 2021

## RECEIPTS AND PAYMENTS ACCOUNT 1 November 2020 to 31 October 2021

[illegible]

Transfer to Petty Cash	£70.00							£70.00	£47.33
Business Rates	£353.88							£353.88	£0.00
Donations								£0.00	£34.00
<b>TOTAL PAYMENTS</b>	<b>£1,996.48</b>	<b>£76.53</b>	<b>£2,634.84</b>	<b>£1,775.96</b>	<b>£100.71</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£6,584.52</b>	<b>£4,432.85</b>
 NET RECEIPTS LESS PAYMENTS	 £1,845.89	 -£76.53	 -£279.84	 -£665.96	 £2.29	 £0.00	 £20,000.00	 £20,825.85	 £2,474.93
<u>Transfer Between Funds</u>									
Petty Cash to General Fund	£100.00				-£100.00			£0.00	£0.00
Cash funds last year end	£10,028.79	£579.73	£6,960.68	£843.52	£98.57	£2,000.00		£20,511.29	£18,036.36
<b>CASH FUNDS THIS YEAR END</b>	<b>£11,974.68</b>	<b>£503.20</b>	<b>£6,680.84</b>	<b>£177.56</b>	<b>£0.86</b>	<b>£2,000.00</b>	<b>£20,000.00</b>	<b>£41,337.14</b>	<b>£20,511.29</b>

MONETARY ASSETS	This Year	Last year
Business Account - Lloyds Bank	£41,336.28	£20,412.72
Petty Cash	£0.86	£98.57
<b>Total</b>	<b>£41,337.14</b>	<b>£20,511.29</b>

REPRESENTED BY FUNDS	This Year	Last year
General Fund	£11,974.68	£10,127.36
Petty Cash	£0.86	£0.00
Grant 1 (Digitisation)	£503.20	£579.73
Grant 2 (Improvements)	£6,680.84	£6,960.68
Memorial Project	£177.56	£843.52
Shutter Grant	£2,000.00	£2,000.00
Postcode Lottery	£20,000.00	£0.00
<b>Total</b>	<b>£41,337.14</b>	<b>£20,511.29</b>

NON-MONETARY ASSETS	This Year	Last year
Information Technology Equipment	£3,240.00	£3,950.00
Audio Visual Equipment	£1,230.00	£1,500.00
Security Equipment	£820.00	£1,000.00
Office Equipment, Furniture & Fittings	£920.00	£1,050.00
Artefacts	£12,750.00	£12,750.00
<b>Total</b>	<b>£18,960.00</b>	<b>£20,250.00</b>

LIABILITIES	This Year	Last year
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Debtors	£0.00	£0.00
Creditors Due Within One Year	£0.00	£0.00
Total	<u>£0.00</u>	<u>£0.00</u>

These accounts were approved by the trustees on the 13 NOV 2021 and signed on their behalf by :

Nigel Bowers  
Chair

Isabel Newsome  
Treasurer

Notes to the accounts:

1. These accounts are prepared on a receipts and payments basis with all revenue and expenses shown on a cash basis.

Non-monetary assets and liabilities are shown as estimates of the value at the end of the year.

2. The CIO has seven funds, two unrestricted funds (a general fund and a petty cash fund) and five restricted funds.

The restricted funds are :

Stoke on Trent City Council Community Investment Fund grant awarded 2017 £9,835.00 (Grant 1).

This grant is to purchase equipment to digitise the archive collections in the custody of Chatterley Whitfield Friends.

Stoke on Trent City Council Community Investment Fund grant awarded 2018 £17,520.00 (Grant 2).

This grant is to undertake improvements to Chatterley Whitfield Friends Heritage Centre, including insulation, electrics, heating and security.

The amount of £2355.00 received this year is the balance outstanding for this grant.

Memorial Project Fund

Chatterley Whitfield Friends are constructing memorials in commemoration of North Staffordshire miners who have lost their lives in the collieries or in war.

Staffordshire Police Shutter Grant awarded 2020.

This grant is to further improve the security of the Chatterley Whitfield Friends Heritage Centre.

Postcode Lottery Grant awarded 2021

This grant is to improve the roof of the Chatterley Whitfield Friends Heritage Centre.

3. The Petty Cash Fund is reported separately this year; last year it was incorporated in the General Fund.

4. No depreciation is assumed for artefacts.

5. The CIO has no outstanding guarantees to third parties nor any debts secured on the assets of the CIO.



6. No remuneration was paid to any trustee or members. No expenses were paid to trustees or members.

Your reference  
Our reference  
Date



City of  
**Stoke-on-Trent**

**Housing and Customer Services**  
Floor 2 Civic Centre  
Glebe Street  
Stoke-on-Trent  
**ST4 1HH**

Chatterley Whitfield Friends CIO  
Building 29B  
Chatterley Whitfield Site  
Whitfield Road  
Stoke on Trent  
ST6 8UW

Dear Chatterley Whitfield Friends CIO

I am writing to confirm that I have completed an examination of the accounts belonging to Chatterley Whitfield Friends CIO on Friday 28<sup>th</sup> January 2022, to cover the period of 1<sup>st</sup> November 2020 to 31<sup>st</sup> October 2021.

The accounts for this period were in excellent order and contained no areas for concern.

If you have any queries regarding this matter, please contact me using the details given below.

Yours Sincerely

A handwritten signature in black ink that reads "Mark Bourne".

**Mark Bourne**  
**Tenant Involvement Officer, Tenant and Leaseholder Involvement Team**  
**Email** mark.bourne@stoke.gov.uk  
**Contact number** 01782 238515

Please tell us if you need this letter in an alternative format

**contacting the council:**  
**Telephone:** 01782 23 4234    **Text:** 07786 200 700  
**Email:** Enquiries@stoke.gov.uk

**stoke.gov.uk**