



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st November 2022 **To** 31st October 2023

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 the Lidice memorial to residents who lost their lives during world war two.</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 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.</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 (Now Adopted) setting out opportunities for the re-use and re-purposing of Chatterley Whitfield.</p> <p>Providing volunteering opportunities for community members.</p> <p>Opening a new building to display large mining artefacts recovered from the Underground Experience circa 2006</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		

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>The number of Chatterley Whitfield Friends now stands at over 390 supporting members,</p> <p>We restricted our monthly sites visits due to activity to open the new building.</p> <p>The 2023 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>In 2023 we were able to maintain our 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. We have also hosted more school visits.</p> <p>In August we officially opened our new display building and were joined by representatives from Historic England, National Lottery and the Arts Council.</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 a World War memorial and memorial to Lidice.</p>

		<p>We have maintained co-operation with the local Keele University on two projects - “Decommissioning the 20th 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>This has lead to Keele University offering placements for academic students.</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>We held an outdoor remembrance service in November, to remember with gratitude and indebtedness all those colleagues who lost their lives fighting for their country in all armed conflicts.</p> <p>We have continued development of an outside demonstrator tub rail network and adjacent to the memorial compound showing visitors how work was done and coal moved in the mine. Which now includes a Dint Header. We have also managed to recover large artefacts from the site including man riders and a cage, which are now on display in our new outdoor compound .</p> <p>We continue to maintain and enhance our presence on Facebook, Instagram, Twitter now X, LinkedIn and YouTube which, together with our website, informs and acquaints the public and community about what is happening at Chatterley Whitfield.</p> <p>We have also been working with Historic England with a view to establishing Heritage Watch. This has been as a result of the burglary in 2022.</p> <p>We have obtained funding during the year to enhance the amenity and security of the heritage centre for members and visitors.</p>
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		<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. We have had thefts from the site and are liaising with the Council to get access to buildings, which have been vandalised with a view to recovering artefacts. This has not been and straight forward process.</p> <p>We continue to digitise 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 now working with Staffordshire County Council and liaising with the county archivists.</p> <p>We are continually grateful for those items which are donated to us by members of the mining community public and others, local uses for the former colliery, 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		
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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 £15,545.95 in non restricted funds, an increase of approximately £1,350 over the preceding accounting year end, the increase mainly being made up of membership fees, donations and funding.
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. A grant of £38,632 was from Historic England so access could be gained to the new display building.
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		
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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	

Funds held as custodian trustees on behalf of

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	Daniel Bowers	Membership		
6	Graham Unwin	Elected		
7	Henry McDonald	Elected		
8	Alistair Lias	Elected		
9	Ann James	Elected		
10		Co-opted		
11		Co-opted		
19				
20				

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 info

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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		
Full name	Nigel Thomas Bowers BEM	Isabel Jane Newsome
Position Secretary, Chair	Chair	Treasurer
Date	01 December 2023	01 December 2023

Chatterley Whitfield Friends CIO - Accounts for the year ending 31 October 2023 (Receipts and Payments Format)
 RECEIPTS AND PAYMENTS ACCOUNT 1 November 2022 to 31 October 2023

	General Fund	Grant 1 Digitisation	Grant 2 Improvements	Memorial Project	Lidice Project	Petty Cash	Building 30	Postcode Lottery Grant	Arnold Clark Grant	Lottery Community Grant	Staffs Police - Hi Viz Jackets	Total	Last year 01/11/21 - 31/10/22
2022 - 2023													
Receipts :													
Membership	£1,520.15											£1,520.15	£1,726.35
Donations	£1,215.57			£478.00	£330.00		£1,000.00					£3,023.57	£2,042.37
Merchandise Donations	£116.40											£116.40	£60.00
Grants											£94.19	£94.19	£2,700.00
Heritage Open Days Donations	£384.00											£384.00	£613.00
Heritage Open Days Membership	£311.72											£311.72	£95.00
Heritage Open Days Food Sales	£36.50											£36.50	£228.00
Council Ward Funding							£500.00					£500.00	£500.00
Historic England Grant Donation							£38,632.00					£38,632.00	£0.00
Refunds				£37.98								£37.98	£75.31
TOTAL RECEIPTS	£3,584.34	£0.00	£0.00	£515.98	£330.00	£0.00	£40,132.00	£0.00	£0.00	£0.00	£94.19	£44,656.51	£8,040.03
Payments :													
Grants		£118.49					£38,681.53		£101.24	£883.78		£39,785.04	£21,650.77
Memorial Project				£420.87	£323.94							£744.81	£930.65
Displays	£182.14											£182.14	£404.99
Insurance	£508.40											£508.40	£443.67
Merchandise	£0.00											£0.00	£63.84
Health & Safety	£393.61											£393.61	£39.48
Stationery	£241.25											£241.25	£281.30
Fixtures & Fittings							£202.15					£202.15	£0.00
Cleaning & Refreshments	£190.22											£190.22	£254.22
Repairs & Maintenance	£281.72						£34.38					£316.10	£62.00
Furniture	£0.00											£0.00	£40.00
Subscriptions	£123.00											£123.00	£60.00
Outdoor Amenities	£0.00											£0.00	£295.16
Miscellaneous	£72.87											£72.87	£73.90
Security	£157.98											£157.98	£0.00
Donations	£0.00											£0.00	£49.89
Internet	£84.00											£84.00	£0.00
TOTAL PAYMENTS	£2,235.19	£118.49	£0.00	£420.87	£323.94	0.00	£38,918.06	£0.00	£101.24	£883.78	£0.00	£43,001.57	£24,649.87
NET RECEIPTS LESS PAYMENTS	£1,349.15	-£118.49	£0.00	£95.11	£6.06	0.00	£1,213.94	£0.00	-£101.24	-£883.78	£94.19	£1,654.94	-£16,609.84
<u>Transfer Between Funds</u>													
Petty cash to General Fund	£0.86					-0.86							
Lidice Project to Memorial Project				£191.45	-£191.45								
Cash funds last year end	£14,195.94	£160.32	£4,490.98	£255.46	£191.45	0.86	£0.00	£3,584.00	£98.29	£1,750.00	£0.00	£24,727.30	£41,337.14

CASH FUNDS THIS YEAR END	£15,545.95	£41.83	£4,490.98	£542.02	£6.06	0.00	£1,213.94	£3,584.00	-£2.95	£866.22	£94.19	£26,382.24	£24,727.30
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MONETARY ASSETS

Business Account - Lloyds Bank
Petty Cash

	This Year	Last year
	£26,382.24	24,726.44
	£0.00	0.86
Total	£26,382.24	24,727.30

REPRESENTED BY FUNDS

General Fund
Petty Cash
Grant 1 (Digitisation)
Grant 2 (Improvements)
Memorial Project
Arnold Clark Grant
Lottery Community Fund
Lidice Project
Building 30
Postcode Lottery
Staffs Police Hi Viz Jackets

	This Year	Last Year
	£15,545.95	14,195.94
	£0.00	0.86
	£41.83	160.32
	£4,490.98	4,490.98
	£542.02	255.46
	-£2.95	98.29
	£866.22	1,750.00
	£6.06	191.45
	£1,213.94	0.00
	£3,584.00	3,584.00
	£94.19	0.00
Total	£26,382.24	24,727.30

NON-MONETARY ASSETS

Information Technology Equipment
Audio Visual Equipment
Security Equipment
Office Equipment, Furniture & Fittings
Artefacts

	This Year	Last Year
	£2,178.58	2,656.80
	£827.05	1,008.60
	£680.91	672.40
	£784.37	754.40
	£14,750.00	12,750.00
Total	£19,220.91	17,842.20

LIABILITIES

Debtors
Creditors Due Within One Year

	This Year	Last Year
	£0.00	0.00
	£0.00	0.00
Total	£0.00	0.00

These accounts were approved by the trustees on the 4th NOV 2023 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 eleven funds, two unrestricted funds (a general fund and petty cash fund) and nine 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.

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.

Building 30 Project Fund

This fund is for the repairs and upkeep of an additional building to display artefacts for the interest and education of visitors.

Postcode Lottery Grant awarded 2021

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

Lidice Project

Chatterley Whitfield Friends are constructing a memorial to the lives lost in the Lidice atrocity.

Arnold Clark Grant

This grant is for the displays and banners at Chatterley Whitfield

Lottery Community Fund

This grant is for the pavers (£1000), Sports Gates (£750) and Lidice Trellis (£200)

Staffs Police Hi Viz Jacket Grant

This grant is to purchase high visibility jackets for visiting children.

3. No depreciation is assumed for artefacts. The increase this year is from a donation of a personal collection.

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

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

Date 28 November 2023



City of
Stoke-on-Trent

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

Community Development Team
Floor 4
Civic Centre
Glebe Street
Stoke-on-Trent
ST4 1HH

Dear Chatterley Whitfield Friends CIO,

I am writing to confirm that on 28 November 2023 I completed an examination of your financial accounts for your financial year ending on 31 October 2023.

It is my opinion that the accounts for this period are in excellent order and I did not notice any 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 'K. Hawkins'.

Kevin Hawkins
Community Development Coordinator, Community Development Team
Email: kevin.hawkins@stoke.gov.uk
Contact number: 01782 233265

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