



## Trustees' Annual Report

**For the year ended 5 April 2022**

### **Objectives and Activities**

#### Summary of the purposes of the charity as set out in its governing document

'To promote the voluntary sector for the benefit of the public in particular but not exclusively by the provision of accommodation, advice, information and support to voluntary, community and social enterprise organisations principally but not exclusively in the local government areas of Staffordshire and Stoke on Trent and their environs so as to enable them to pursue or contribute to any charitable purpose.'

The Friends are also mindful of their strategic aims (included within the business plan):

- To encourage and attract public engagement
- To increase activity within and around the Guildhall
- To promote community/public agency/commercial use of the building to ensure viability
- To promote the history of the Guildhall

#### Summary of activities in relation to purpose

The building was eventually re-opened to the public in November 2021 following the closure due to Covid and also a refit both of the Reception area and the conversion of four open 'hot desks' into two offices/interview rooms paid for by the government 'Town Deal'. Letting out of the interview rooms continues to be the domain of the leaseholder, Support Staffordshire, but the Friends continue to have responsibility for the Reception area alone. This is now a much more versatile space and is being maximised to the full. It has been used for a public planning consultation, as a refreshment area linked to external events, for a Christmas charity stall event and for small exhibitions and the intention is to continue with a diverse range of activities. A number of support organisations are also hiring table space on weekdays to promote their organisation.

The level of public engagement and activity has been increasing steadily since re-opening and it is rapidly becoming a 'one-stop shop', an information and advice centre for the public as a whole but primarily for the older generation who find the digitisation of Council services in particular both during and following Covid difficult to cope with. It would be pertinent to add this activity to the list of strategic aims listed above (To provide an information and advice service for the general public) and a) to see if any specific funding pertinent to this task can be obtained and b) to make some adjustment to the charitable objective to highlight this direct involvement with the general public. *(N.B. An additional clause was approved by the Charity Commission in September for approval at the 2022 AGM: 'provision of advice and information to members of the public'.*

### Organisational structure and trustees

The 2021 AGM was held in the Guildhall in November.

The trustees appointed to serve going forward were as follows:

Hilary Jones	Appointed May 2018
Cllr Ruth Wright	Appointed May 2018
Chris Malkin	Appointed May 2018
Trevor Miles	Appointed May 2018 * (1)
Gill Johnson	Appointed November 2018
Keith Greatbatch	Appointed November 2018 * (1)
Alec Wright	Appointed September 2019
David Noble	Appointed September 2019
Anne Becket	Appointed November 2021
Jeremy Lefroy	Appointed November 2021

(1) They had indicated their willingness to stand down but were willing to re-stand and were re-elected.

(2) Salwa El-Rehab Booth had indicated her intention to resign.

**Charity name: Friends of the Guildhall, Newcastle under Lyme**

**Charity no: 1185531**

**Registered address: The Guildhall, High Street, Newcastle under Lyme, Staffs, ST5 1PW**



**Friends of the Guildhall**  
**Profit and Loss Account**  
**For the year ended 5<sup>th</sup> April 2022**



INCOME	2021-2022	2020-2021	Note
Membership and donations	974	557	
Events	275	0	
Awards and Sponsorship	480	2,442	
Hire Income	0	0	
BID contribution to repairs	0	0	
Reimbursement from Terracycle	0	154	
Interest	0	0	
<b>TOTAL Income</b>	<b>1,729</b>	<b>3,153</b>	
<b>EXPENDITURE</b>			
Events	0	0	
Advertising	0	960	
Insurance	311	305	
Advice	0	0	
Postage	16	133	
Printing & Stationery	0	183	
Banners	0	162	
Telephone	49	168	
Equipment	0	0	
Hire costs	0	0	
Display	0	0	
Travel	48	0	
Professional Fees	100	200	
Sundries	152	0	
Training	0	330	
Accountancy	0	0	
Repairs and renewals	8	0	
<b>Total expenditure</b>	<b>684</b>	<b>2,441</b>	
<b>Net receipts/ (payments)</b>	<b>1,045</b>	<b>712</b>	
Depreciation	159	160	
<b>Net Surplus for the Year</b>	<b>886</b>	<b>552</b>	

*(in the year ended 5th April 2022)*



Friends of the Guildhall  
Balance Sheet  
For the year ended 5<sup>th</sup> April 2022



Fixed Assets		Note	£
Tangible Assets	1	0	0
Intangible and Historic Assets		0	0
Investments		0	0
Current Assets:			
Bank Account		5,900	0
Cash in Hand		0	5,900
Total Current Assets			5,900
Creditors:			
Amounts Falling Due Within One Year		0	5,900
Net Current Assets			5,900
Total assets			5,900
Financed by:			
Opening fund balance		5,014	
Movement in funds		886	
Closing fund balance			5,900
These financial statements are accepted on behalf of the charity on 12 Nov 2022 by:			
Signed		Signed	
Mrs Hilary A Jones		Mrs A Becket	
Chairman		Treasurer	