

TRUSTEES ANNUAL REPORT FOR THE PERIOD 1<sup>ST</sup> JANUARY 2024 TO 31<sup>ST</sup> DECEMBER 2024

**FROSTERLEY VILLAGE HALL AND INSTITUTE**

Registration number 1186080

17 Front Street, Frosterley, Bishop Auckland, DL13 2QW

The Charity is using the operating name of "Frosterley Village Hall"

**1 Summary of Objectives and Activities**

To bring together the residents of Frosterley and neighbourhood in a common effort to advance education and social welfare with the objective of improving the conditions of life for residents.

**2 Main Activities for the Public Benefit**

The charity owns and operates Frosterley Village Hall. The Hall includes a large main room with capacity for 100 people, four smaller meeting rooms, two kitchens, a snooker and pool room, and a garden. The charity hires out rooms in the Hall for local organisations to hold meetings and events. The charity also organises events in the Hall both to directly advance the objectives of the charity and to raise funds for the maintenance of the Hall.

**3 Charity Commission Guidance on Public Benefit**

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**4 Contributions by Volunteers**

The Trustees are the operating management team for the Charity and are all volunteers who do not receive any remuneration or benefits. Many people voluntarily provide time and resources to clean and maintain the Hall and garden, carry out minor repairs, arrange and operate events, and provide advice and support.

**5 Financial Review**

The Charity's financial statement is distributed with this report.

Running costs have increased during the year. The Insurance cost for the Hall has increased and charges for Electricity, Gas and Water supplies have all increased when compared to previous years. Operating costs exceeded income during the year.

The Trustees decided to switch from Barclays Bank to The Cooperative Bank in order to obtain an improved banking service. This process was started in December.

The Lift between the ground and first floors failed in 2023. The Trustees received an offer of funding from Durham County Council for a replacement lift. The funding was not available during this year.

**Reserves Policy**

The Trustees have agreed a policy for holding reserves. The policy is to hold sufficient reserves to maintain the hall during periods of closure of up to 12 months.

## **Source of Funds**

The principal source of funds, excluding grant payments for publishing the Newsletter and providing Christmas Lights, are payments for the hire of rooms, surpluses generated by Hall events, donations, and profits from the licensed bar.

Grants have been received from Stanhope Parish Council and from Durham County Council (DCC).

## **6 Structure Governance and Management**

The charity trustees who managed the charity during this year were;

Judith Bainbridge

Linda Brewin

Michael Ernest Brewin

Peter Jackson

Louise Perrin until May 2024.

Matthew Hilton was appointed as a volunteer Treasurer during the year.

The charity operates a Membership scheme. Members are admitted to the scheme for life or until their resignation. No subscription or fee is charged.

## **7 Management and Activities**

### **Trustees Activities**

The Trustees held 13 formal meetings during the year. Individual Trustees also attended meetings with contractors, potential suppliers, DCC staff and the Highlights Rural Touring Scheme. Trustees stocked and staffed the Licensed Bar. Trustees and members also undertook the regular cleaning and undertook minor repairs and arranged purchasing of consumables.

The Trustees have adopted a policy to make the Hall available for any organisation wanting to use the building for an agreed price from a standard price list. The Trustees have used their personal time to promote a small number of activities on behalf of the Charity in order to both raise funds for the Hall and to promote education, social welfare, and to celebrate seasonal events.

### **Newsletter**

A Newsletter describing both Hall and other local activities is printed and distributed twice in each year to every household in Frosterley and its neighbourhood. The Newsletter is funded by advertising fees and by grants from Durham County Council. The editing and production of the newsletter is handled by a sub-committee of the Hall. Julia Knight chairs the sub-committee.

### **Frosterley Christmas Lights**

The charity holds funds on behalf of the Frosterley Christmas Lights group.

## **Fire Safety**

Durham and Darlington Fire Service audited the Hall fire prevention arrangements in this period and gave a satisfactory report.

## **Electrical system**

The annual inspection of the electrical system by a contractor identified items for repair or replacement. An earth fault in the light fittings in the main hall dining area required the replacement of obsolete fittings. The replacement fittings have LED bulbs which will contribute to a continuing reduction in running costs.

Following feedback from members, an outside light was installed on the west wall of the Hall in order to improve access at night.

## **Young Persons Club**

Funding for a regular Young Persons Club was provided by DCC. The North Tyneside YMCA were appointed by DCC as contractors, to staff and operate the club. Recruitment of staff started in December.

## **Replacement of Windows**

DCC agreed a grant for the replacement of the older sash windows on the south side of the Hall. In order for manufacture to start during this year, DCC provided a grant for a payment of a deposit to the makers of the windows. Installation was planned to take place in 2025.

<b>FROSTERLEY VILLAGE HALL INCOME AND EXPENDITURE ACCOUNT YEAR ENDING 31 December 2024</b>			
	<i>Numbered notes are explained below</i>	<b>2024</b> Unrestricted Funds	<b>2023</b> Unrestricted Funds
<b>INCOME</b>	Room Hire	£9,884.30	£10,854.27
	Food Sales	£474.76	£1,160.29
	Bar Sales	£1,491.12	£2,851.55
	Tombola	£630.59	£985.00
	Sale of Donated items	£568.04	£383.01
	Donations <i>Note 1</i>	£2,014.90	£1,796.55
	Grants <i>Note 2</i>	£13,320.39	-
	Newsletter advertising	£240.00	£232.50
	Highlights ticket sales	£1,163.27	£399.19
	Bank interest	£306.56	£172.12
	Other	£426.00	-
	<b>Total Income</b>	<b>£30,519.93</b>	<b>£18,834.48</b>
	<b>Less Christmas Lights and Newsletter funds - Note 3</b>	£28,324.05	£18,834.48
<b>EXPENDITURE</b>	Electricity	-£4,073.80	-£1,250.78
	Gas	-£3,733.22	-£4,919.33
	Water	-£1,512.62	-£547.79
	Insurance	-£2,320.38	-£2,140.25
	Licenses and subscriptions	-£197.92	-£343.54
	Newsletter printing and distribution	-£519.24	-£513.48
	Bar purchases	-£467.66	-£1,866.62
	Maintenance and cleaning	-£11,521.00	-£805.09
	Equipment servicing	-£1,362.90	-£972.98
	Broadband	-£404.97	-£399.50
	Highlights Performance costs	-£599.20	-£393.00
	Other	-£1,589.45	-£1,360.04
	<b>Total Expenditure</b>	<b>-£28,302.36</b>	<b>-£15,512.40</b>
<b>SURPLUS/DEFICIT (-) on running costs</b>		<b>£21.69</b>	<b>£3,322.08</b>
	Total funds b/fwd at 1st January 2024	£28,735.36	£25,087.21
	<b>Total funds c/fwd at 31st December 2024</b>	<b>£28,757.05</b>	<b>£28,735.36</b>

#### Notes for the Income and Expenditure Account


- 1 Includes donation of £1000 for production of the Newsletter in 2025 and 2026.
- 2 Includes grants from Stanhope Parish Council and DCC.
- 3 £493.36 held on behalf of the Christmas Lights team and £1702.52 in the Newsletter account on 30.12.2024

FROSTERLEY VILLAGE HALL STATEMENT OF ASSETS AND LIABILITIES AS AT 31 December 2024			
		2024	2023
CASH FUNDS	Current account	£8,972.11	£8,114.66
	Savings account	£20,686.01	£20,379.45
	Cash	£1,294.81	£241.25
		<b>£30,952.93</b>	<b>£28,735.36</b>
LIABILITIES	Funds held for Christmas Lights fund	-£493.36	-
	Funds held for newsletter	-£1702.52	-
		<b>-£2,195.88</b>	-
<b>TOTAL FUNDS</b>		<b>£28,757.05</b>	<b>£28,735.36</b>

### 8 Declaration

The Trustees declare that they have approved this trustees' report.

Signed on behalf of the charity's trustees.

Signature		Date 28 July 2025
Full name	Peter Jackson	
Position	Trustee	

# **FROSTERLEY VILLAGE HALL AND INSTITUTE**

## **Independent Examiner's Report to the Members of Frosterley Village Hall and Institute**

**Year Ended 31 December 2024**

I report on the accounts of the charity for the year ended 31 December 2024.

### **Respective Responsibilities of Trustees and Examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

examine the accounts under section 145 of the Charities Act;  
to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and  
to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 130 of the Charities Act; and  
to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane Ascroft FCA MA (Cantab)  
Chartered Accountant (ICAEW) and Independent examiner

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16<sup>th</sup> October 2025