



CHARITY COMMISSION
FOR ENGLAND AND WALES

**Trustees' Annual Report for the period
From 1 April 2023 To 31 March 2024
Charity name: Grindon Parish Hall
Charity registration number: 1187353**

Reference and Administrative details

Charity name	Grindon Parish Hall
Other name the charity uses	N/A
Registered charity number	1187353
Charity's principal address	Grindon Parish Hall Durham Road; Thorpe Thewles Stockton-on-Tees; TS21 3JN

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)
Chris Chapman	Chair	Appointed as Trustee on 3 July 2023 and as Chair on 18 th September 2023	
John Tait	Former Chair	John was Chair until 18 th September 2023	
Carole Sharkey			
Lynne Williams			
Phillipa Cooper *	Secretary		
Claire Gibs (Reverend)		Resigned 15 January 2024	Parochial Church Council of the Church of England Stockton Rural Parish
Vacant			Grindon & Thorpe Thewles Parish Council

Phillipa Cooper stepped down as Secretary and Trustee on 23 April 2024.
Kelly Knapp was appointed as Trustee and Secretary on 15 April 2024
Paul Hamblett was appointed as Trustee and Treasurer on 15 April 2024

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document	CIO Constitution
How is the charity constituted?	Charitable Incorporated Organisation under the foundation model.
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	<p>The users of the hall and local residents form a management committee (elected annually). Members of the committee, and especially new members, are offered the opportunity to put themselves forward as Trustees. The Chairman of the management committee is required to put themselves forward as a trustee. Grindon and Thorpe Thewles Parish Council can appoint a trustee. The Parochial Church Council of the Church of England Stockton Rural Parish can appoint a Trustee. Trustees take account of the skills, knowledge and experience needed for the effective administration of the CIO in appointing new trustees.</p> <p><i>Changes were made in April 2024 with the disbandment of the Management Committee and Trustees taking a higher degree of accountability and responsibility. Some representatives on the Management Committee subsequently became Trustees. This will be reported upon in the 2024-25 Annual Report.</i></p>

Additional information

Policies and procedures adopted for the induction and training of trustees	<p>All new trustees are provided with a copy of the CIO constitution on appointment.</p> <p><i>Enhanced governance processes were introduced commencing in April 2024 with all Trustees provided with additional guidance and induction. This will be reported upon in the 2024-25 Annual Report.</i></p>
The charity's organisational structure and any wider network with which the charity works	<p>The trustees oversee the policy and strategy of the CIO. They have approved a set of Standing Rules for the Management Committee which oversees the day-to-day operation of the Hall. The CIO is a member of the Tees Valley Village Hall Network, and Trustees attend meetings of the network and attend training events, as considered appropriate.</p> <p><i>Changes were made in April 2024 with the disbandment of the Management Committee and Trustees taking a higher degree of accountability and responsibility. This will be reported upon in the 2024-25 Annual Report.</i></p>
Relationship with any related parties	As noted above, the CIO is a member of the Tees Valley Village Halls Network. Financial Transactions are confined to the

	<p>payment by Grindon Parish Hall of its membership fee. The Network provides advertising for the hall on its web site, and advice and training, where required, to support the operation of the Hall.</p> <p>The CIO has a close working relationship with the Parish Council which can be expected as both serve and support local residents and the neighbouring community. The Parish Council hire the hall for their meetings and events.</p>
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Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>(i) To promote for the benefit of the inhabitants of Thorpe Thewles and the surrounding district without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.</p> <p>(ii) to establish or secure the establishment of a community hall and to maintain and manage the same in furtherance of these objects.</p>
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.	<p>The Hall is used by a number of community groups providing a range of activities of interest to the wider community the Hall services. These activities include circuit training, dance classes, art classes, coffee mornings and soundbaths.</p> <p>The hall is used for private bookings by individuals and groups for events including parties and social gatherings</p> <p>The Thorpe Thewles History Group utilise the hall for its meetings and to hold talks which attract several attendees</p> <p>The National Childbirth Trust are a regular hall user.</p> <p>The Hall also hosts the Parish Council meetings, which include a public forum and chance for residents to voice views and concerns. The Parish Council additionally hold a number of well attended social gatherings for residents to attend.</p> <p>Hall hire fees have been maintained at prior levels to support groups and in particular our regular users in order for those groups to continue to operate and provide services and opportunity to residents and other attendees</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	<p>The trustees have taken account of the statement on public benefit during their decisions throughout the year. Where possible we have taken steps to support groups which generally serve the population of Thorpe Thewles and the surrounding area.</p> <p><i>Governance processes were further enhanced and formalised with the appointment of a new secretary in April 2024, and will be reported upon in the 2024-25 Annual Report. .</i></p>

Additional information

Contribution made by volunteers	<p>The Hall relies substantially on the efforts of volunteers for its operation. Amongst the contributions volunteers make to the operation of the hall are administrative support, laying out the hall for specific events, minor maintenance, ground maintenance, setting up for events and opening and closing of the hall for users.</p>
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	A volunteer register has been established and includes 18 volunteers who provide some support to the operation of the hall in addition to Trustees.
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Achievements and Performance

<p>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.</p>	<p>During the reporting period the primary achievement of the charity has been the retention and attraction of a number of clientele providing a mix of activities for a wide range of resident users.</p> <p>Hall utilisation has varied with some activities ceasing but others commencing. Overall, the hall saw a decrease in overall utilisation, but at time of writing this seems to have recovered up to levels assumed in the budget.</p> <p>The activities supported by the Hall, by nature, attract users reflecting Thorpe Thewles, and are inclusive in their nature. Anecdotally, events at the Hall are, for some individuals, the only regular social interaction they have with other individuals.</p> <p>The Hall is the only truly public space in the village of Thorpe Thewles it provides a unique resource to allow the local population to socialise, and participate in a variety of educational, recreational activities as well as those promoting health and well-being. This is especially important for the many aging and often isolated residents of the village and surrounding area. (The village does have two public houses, but these are increasingly targeted at a relatively up market food trade for a broader geographical area and therefore limited in the support they give to our target beneficiaries).</p> <p><i>The 2024-25 Strategy identifies some specific objectives to further support the local community, and deliver the CIO objectives, these will be reported upon in the 2024-25 Annual Report</i></p>
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Additional information

<p>Performance of fundraising activities against objectives set</p>	<p>The main objective has been to retain regular users and seek to increase ad-hoc bookings.</p> <p>There were no objectives set for specific targeted fundraising during the period covered by this report.</p> <p>Trustees were in process of drafting and approving the 2024/25 Strategy which did include specific objectives regarding fund raising activity including increasing utilisation, securing grant funding and increasing the level of donations received.</p> <p><i>The 2024/25 Strategy was approved in April 2024 and progress on delivering the outcomes identified will be reported during the financial year and in the 2024-25 Annual Report.</i></p>
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Financial Review

Review of the charity's financial position at the end of the period	
Statement explaining the policy for holding reserves stating why they are held	<p>The hall attempts to retain reserves to cover anticipated future maintenance and refurbishment costs. Reserves are also held and earmarked against particular future requirements and potential reasonably likely items of unforeseen expenditure (e.g uninsured roof damage).</p> <p>Reserves are also held against unanticipated drops in income so the hall can continue to be viable while action is taken to secure revenue streams. A formal reserves policy is reviewed periodically.</p>
Amount of reserves held	<p>Reserves at 31 March 2024 were £18,255.85.</p> <p>£12,000 is held as provision for roof repairs and a further £5000 as provision for future losses pending activity to revitalise the hall.</p>
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	N/A
Explanation of any uncertainties about the charity continuing as a going concern	<p>At the time of writing (July 2024) there is reasonable confidence in the viability of the hall for the immediate future.</p> <p>The 2024-25 Strategy included specific actions to increase utilisation and secure grant revenues, whilst the 2024-25 budget included proposals and targets for securing donations and holding direct events. Indication is that Income targets for 2024-25 will be achieved.</p> <p>Action has been taken to review all contracted services, and their associated costs, which has led to some significant reductions in costs of gas, electric, water and broadband. The installation of solar panels will further reduce our energy costs.</p> <p>A number of grant applications have been submitted (with some success) which will support the installation of solar panels and if successful enable investment in maintaining the fabric of the (102 year-old) building and investment in supporting the community.</p>

Additional information

The charity's principal sources of funds (including any fundraising)	<p>Fees from hall bookings and users.</p> <p><i>The 2024-25 Strategy and Budget sets objectives to secure additional sources of funds including income from holding events directly; income from securing donations; and income from securing grants.</i></p>
A description of the principal risks facing the charity	<p>The principal risk facing the hall is the physical infrastructure of the hall (most notably the roof) which may require significant expenditure beyond our reserves, grants and other monies which can be raised.</p>

	<p>Recent survey activity whilst planning and installing solar panels has provided some assurance that the roof structure remains sound, and should remain so in the medium term.</p> <p>A second major risk is the reliance on a few regular hirers and potential inability to attract new events and attendees leading to declining utilisation and revenue.</p> <p>Mitigation activities are in place as far as reasonably practicable to address these and other risks.</p>
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Declarations

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

Signed on behalf of the charity's trustees

Name
Position
Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Grindon Parish Hall

1187353

Receipts and payments accounts

CC16a

For the period
from

1-Mar-23

To

31-Mar-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall Hire Fees	7,154	-	-	7,154	7,818
Donations	-	-	-	-	200
	-	-	-	-	1,315
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	7,154	-	-	7,154	9,333
A2 Asset and investment sales, (see table).					
NIL	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,154	-	-	7,154	9,333
A3 Payments					
Gas & Electric	4,476	-	-	4,476	3,872
Water	135	-	-	135	96
Internet & Phone	759	-	-	759	608
Repairs & Maintenance	3,177	-	-	3,177	692
Insurance	912	-	-	912	866
Cleaning	1,537	-	-	1,537	1,090
Web Services	7	-	-	7	
PAT testing	42			42	
Licences & Memberships	204			204	139
Accounting / Audit Fees				-	70
General Supplies	435			435	1,282
Miscellaneous	35			35	
	-	-	-	-	-
	-	-	-	-	-
Sub total	11,719	-	-	11,719	8,715
A4 Asset and investment purchases, (see table)					
NIL	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,719	-	-	11,719	8,715
Net of receipts/(payments)	- 4,565	-	-	- 4,565	618
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 4,565	-	-	- 4,565	618

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 £
B1 Cash funds	Bank Account	18,256	-	-
		-	-	-
		-	-	-
	Total cash funds	18,256	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Debtors	461	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	NIL		-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Grindon Parish Hall - land & buildings	Grindon Parish Hall	-	-
	Fixtures and fittings - tables, chairs, oven, kitchen appliances	Grindon Parish Hall	-	-
	Fixture and fittings - TVs, meeting owl, sound equipment	Grindon Parish Hall	-	-
	Fixtures and fittings - Blinds	Grindon Parish Hall	-	-
	Pictures and fittings - CCTV equipment	Grindon Parish Hall	-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Creditors - NIL	Grindon Parish Hall	-	
	Income In Advance	Grindon Parish Hall	71	Early 2024/25
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Chris Chapman		