



# Trustees' Annual Report for the period

Period start date      Period end date  
 From Day Month Year To Day Month Year  
 5 4 2021 5 4 2022

## Section A

## Reference and administration details

Charity name

Flowergate Old Chapel CIO

Other names charity is known by

N/A

Registered charity number (if any)

1191162

Charity's principal address

Flowergate Old Chapel

1A Flowergate

Whitby

Postcode

YO21 3BA

### 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	Margaret Kirk	Chair	From 4 September 2020	Members of the charity
2	Claire Lee	Secretary	From 4 September 2020	Members of the charity
3	Neil Swannick		From 31 March 2021	Members of the charity
4	Neill Warhurst	Treasurer	From 10 December 2021	Members of the charity
5				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
The British and Foreign Unitarian Association (incorporated)	From 4 September 2020

### Summary of the objects of the charity set out in its governing document

- the preservation and maintenance of Flowergate Old Chapel for and leisure time occupation; and
- education and social welfare and providing facilities for recreation organisations in a common effort to advance the residents associating with them, local authorities and voluntary and other to benefit the residents of Whitby and the surrounding area by and Free Christian Churches; and
- defined in the constitution of the General Assembly of Unitarian and Free Christian beliefs in accordance with the principles of Unitarianism as to support the advancement of Unitarian and Free Christian

## Section C Objectives and activities

- You may choose to include additional information, where relevant, about:
- trustees' consideration of major risks and the system and procedures to manage them.
  - relationship with any related parties;
  - the charity's organisational structure and any wider network with which the charity works;
  - the charity's organisational structure and any wider network with which the charity works;
  - policies and procedures adopted for the induction and training of trustees;

### Additional governance issues (Optional information)

Constitution	Type of governing document
Association	How the charity is constituted
Elected by members	Trustee selection methods

### Description of the charity's trusts

## Section B Structure, governance and management

Name of chief executive or names of senior staff members (Optional information)

Type of adviser	Name	Address

Names and addresses of advisers (Optional information)



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

the benefit of the inhabitants of Whitby and the general public including use for the prevention and relief of poverty and the provision of training and work space.
<ul style="list-style-type: none"> <li>• Income continues to be derived from donations, live giving and grants and is used for the maintenance of the building, religious activities, recreation and education.</li> <li>• 29 April 2021 Scarborough Borough Council rejected the Innovation Hub as a priority project owing to a reduction in the government grant for the Town Deal. This led to considerable discussions in the summer and autumn of 2021 and spring 2022 as to how to move forwards and fulfil our object to offer our building for community use. To this end the trustees have met on 18 occasions throughout the year.</li> <li>• 3 trustees have attended sessions offered by Rebuilding Heritage Support on business planning, identifying funding sources and inclusion.</li> <li>• Neill Warhurst agreed to become a trustee on 10 December 2021. Peter Grundy resigned 25 March 2022.</li> <li>• The charity was registered with HMRC for tax purposes on 8 August 2021 and the annual report and accounts from 31 December to 5 April 2021, representing the period of the tax year after the accounts had been transferred from Flowergate Old Chapel excepted charity to Flowergate Old Chapel CIO, were submitted to the Charity Commission in October 2021.</li> <li>• The charity objects were amended by agreement with the Charity Commission for the purpose of strengthening the charity's object of serving the community and a revised constitution was submitted to the Charity Commission.</li> <li>• The AGM took place on 21 September 2021. It was attended by all the trustees, 5 members and 2 observers, one of whom is now a member. Apologies were received from 1 member.</li> <li>• Following discussions with the CEO of Sirius Minerals Foundation and a visit from one of their trustees, an application for grant funding was submitted to the charity in March 2022 for £5,000 towards an electrical upgrade which subsequently has been granted on condition of finding match funding which we have managed to do. Details of this will be included in the annual report for 2022 – 2023.</li> </ul>

**Additional details of objectives and activities (Optional information)**

- You may choose to include further statements, where relevant, about:
- policy on grantmaking;
  - policy programme related investment;
  - contribution made by volunteers.

Section D

Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

- 2 services were held in the summer of 2021 but the chapel remained closed thereafter owing to safety issues connected with the possible collapse of the ceiling. This was rectified in February 2022 when the truss beams were replaced and repaired at the cost of £5,500 + VAT. The cost of this was met by a grant for £2,000 from the Leonard Chamberlain Trust and the remaining amount from chapel funds. Replacing the rotten floorboards in the toilet and insulation of the loft space is planned for later in the year after which the chapel will re-open for monthly services, rites of passage and community activities.
- In October 2021 there were discussion with a representative from the Churches Conservation Trust concerning the building's community potential which provided a SWOT analysis followed by recommendations.
- Preliminary discussions have taken place with Flash Company Arts Ltd CIC who are interested in using the building to extend their programme of participatory community arts projects aimed particularly at helping the poorer families of Whitby to enjoy arts, creativity and music.



**Section E****Financial review****Brief statement of the charity's policy on reserves**

FOCCIO has very limited financial resources and the charity's long term financial situation remains unclear. At present we have no policy on reserves but expect this situation to change when planned future development occurs. At the moment it is our intention to maintain sufficient unrestricted funds to meet the day-to-day costs of maintaining Flowergate Old Chapel.

**Details of any funds materially in deficit**

No funds in deficit.

**Further financial review details (Optional information)**



You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Margaret Mary Kirk	Penelope Claire Lee
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	21/09/2022	



## Receipts and payments accounts

CC16a

For the period  
from

6th April 2021

To

5th April 2022

### 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 £
<b>A1 Receipts</b>					
Leonard Wilde Trust	1,975	-	-	1,975	-
Membership Fees	165	-	-	165	-
Chapel Collections	162	-	-	162	-
Interest/cash rebate	7	-	-	7	-
Donations	4,620	-	-	4,620	-
Garden rent	120	-	-	120	-
Friends of Flowergate Chapel	3,257	-	-	3,257	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>10,306</b>	<b>-</b>	<b>-</b>	<b>10,306</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,306</b>	<b>-</b>	<b>-</b>	<b>10,306</b>	<b>-</b>
<b>A3 Payments</b>					
Utilities (water and electricity)	300	-	-	300	-
Insurance	3,059	-	-	3,059	-
Fire Extinguisher servicing	47	-	-	47	-
Sign Writing	175	-	-	175	-
Building work	5,592	-	-	5,592	-
Gas valve test	290	-	-	290	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>9,462</b>	<b>-</b>	<b>-</b>	<b>9,462</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>9,462</b>	<b>-</b>	<b>-</b>	<b>9,462</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>844</b>	<b>-</b>	<b>-</b>	<b>844</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>844</b>	<b>-</b>	<b>-</b>	<b>844</b>	<b>-</b>

### 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 £
<b>B1 Cash funds</b>	Cash at bank less uncleared cheques	9,521	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>9,521</b>	<b>-</b>	<b>-</b>



**B2 Other monetary assets**

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Nil	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Nil		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

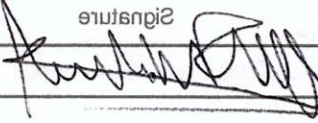
**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Flowergate Old Chapel building. Valuation 2 May 2018		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Liability relates to	Amount due (optional)	When due (optional)
Nil		-	
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Neil Wahurst	27/08/2022