



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 6<sup>th</sup> April 2022    Period start date    To 5<sup>th</sup> April 2023    Period end date

Charity name: Flowergate Old Chapel CIO

Charity registration number: 1191162

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ul style="list-style-type: none"><li>• To support the advancement of Unitarian and Free Christian beliefs in accordance with the principles of Unitarianism as defined in the constitution of the General Assembly of Unitarian and Free Christian Churches and</li><li>• To benefit the residents of Whitby and the surrounding area by associating with them, local authorities and voluntary and other organisations in a common effort to advance the residents education and social welfare and providing facilities for recreation and leisure time occupation; and</li><li>• The preservation and maintenance of Flowergate Old Chapel for 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.</li></ul>
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	<ul style="list-style-type: none"><li>• Income is derived from live giving and grants and is used for maintenance of the building, religious activities, recreation and education.</li><li>• On July 18<sup>th</sup> 2022 Flash Company Arts Ltd CIC (FCA) signed a licence with Flowergate Old Chapel CIO (FOCCIO), enabling it to use the building for performing arts and arts activities for the community and other activities in accordance with objects 2 and 3 of the constitution. The licensees pay the trustees an annual licence fee of £500.</li><li>• The chapel re-opened for monthly services in August 2022 and these have continued throughout the year.</li></ul>

		<p>An electrical upgrade began in the autumn of 2022 and continued until February 2023.</p> <ul style="list-style-type: none"> <li>• The Sirius Minerals Foundation grant of £5,000 was matched with grants of £2,500 from the Jack Brunton Trust and the John Gregson Trust in November 2022. These have been used towards the electrical upgrade which includes the re-wiring of all circuits, additional sockets, the relocation of switches and the installation of a new heating system with wiring circuits to support it. (Scarborough Planning Department informed the trustees that listed buildings consent should not be required for hanging 6 radiant heaters from the ceiling).</li> <li>• Following a 3 month period in accordance with a tenancy agreement, the chapel garden rental arrangement with the owners of the adjoining cottage was terminated in January 2023 allowing FCA to extend its activities. Plans to use the outhouse by an artist in residence will become possible once an electricity supply has been extended to the rear garden and outhouse.</li> <li>• A Quinquennial inspection took place in February 2023 as a result of which the trustees, together with FCA, plan to put together a 5 year timetable for further capital work, the most urgent of which is the removal of the pews and levelling the floor to enable more versatile use of the building.</li> <li>• The trustees have met on 13 occasions throughout the year and on 4 further occasions with FCA. The AGM took place on 26<sup>th</sup> October 2022. It was attended by all trustees and 6 members. Apologies were received from 2 members. Claire Lee was elected as secretary, Neill Warhurst as treasurer and Margaret Kirk re-elected as chair.</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Throughout the year and in accordance with the charity's purposes, the trustees have acted with regard to Charity Commission guidance on public benefit

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
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Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	All the trustees are volunteers and Claire Lee, as lay leader of the chapel, gives her services voluntarily.
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	The trustees laid the foundation of their community focus by initiating a licence agreement with FCA allowing it to use the building throughout the week for community arts events and other activities. These are in their early stages while chapel refurbishment has been ongoing which has consisted of a major electrical project including new heating in addition to re-boarded the toilet floor and insulating the roof space. The building has been used by Whitby Community Choir and for the recording of local artists music both of which form part of a lively creative arts culture in Whitby. The year has been characterised by frequent meetings to take these ideas forward and to explore further grant funding for the restoration and renovation of the building.

### 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	N/A
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Flowergate Old Chapel CIO are in a stable financial position at the end of the accounting period. Whilst we rely on grants and donations for the majority of income, and specifically for capital projects, day to day operating costs are low. Whilst we hold £22009.00 in cash funds, this includes funds ringfenced for the electrical work due for payment after April 2023.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Some cash is held at bank to allow for day-to-day maintenance and upkeep of the building.
Amount of reserves held	Para 1.22	Between £5k-£10k.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no current concerns about the ability of Flowergate Old Chapel CIO to continue as a going concern.

### 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	
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		

## 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	Association
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	Elected by members

### 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	
Other		

## Reference and Administrative details

Charity name	Flowergate Old Chapel CIO
Other name the charity uses	
Registered charity number	1191162
Charity's principal address	Flowergate Old Chapel 1A Flowergate Whitby 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	Members of the charity
4	Neill Warhurst	Treasurer	From 10 December 2021	Members of the charity
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15				
16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

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

## Funds held as custodian trustees on behalf of 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 information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

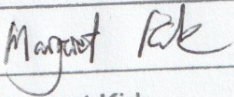
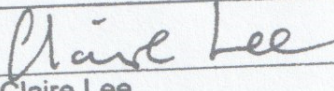
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Margaret Kirk	Claire Lee
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date 2 October 2023





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Flowergate Old Chapel CIO

Registration  
1181162

## Receipts and payments accounts

CC16a

For the period  
from

6th April 2022

To

5th April 2023

### 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	1,200	-	-	1,200	1,975
Membership Fees	780	-	-	780	165
Chapel Collections	486	-	-	486	162
Interest/cash rebate	338	-	-	338	7
Donations (Scarborough, M Kirk, Rochdale. Previous year figure includes 'Friends of Flowergate' appeal)	1,605	-	-	1,605	7,877
Grants	12,195	-	-	12,195	-
License Fee (from Flash Company Arts. Previous year includes garden rent)	500	-	-	500	120
Utilities refund (insurance and electricity)	642	-	-	642	-
<b>Sub total (Gross income for AR)</b>	<b>17,746</b>	<b>-</b>	<b>-</b>	<b>17,746</b>	<b>10,306</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>17,746</b>	<b>-</b>	<b>-</b>	<b>17,746</b>	<b>10,306</b>
<b>A3 Payments</b>					
Utilities (Scottish water, EDF energy)	209	-	-	209	300
Insurance	1,326	-	-	1,326	3,059
Expenses - Claire Lee.	50	-	-	50	-
Building work (toilet repairs and loft insulation. Previous year includes gas valve test and sign writing)	1,555	-	-	1,555	6,057
EPC survey	258	-	-	258	-
Legal services(CBK Solicitors)	162	-	-	162	-
Electrical work (Andrew Worsey)	811	-	-	811	-
Quinquennial report (Bell Snoxell)	840	-	-	840	-
Fire extinguisher servicing	48	-	-	48	47
<b>Sub total</b>	<b>5,259</b>	<b>-</b>	<b>-</b>	<b>5,259</b>	<b>9,462</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>5,259</b>	<b>-</b>	<b>-</b>	<b>5,259</b>	<b>9,462</b>
<b>Net of receipts/(payments)</b>	<b>12,487</b>	<b>-</b>	<b>-</b>	<b>12,487</b>	<b>844</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>12,487</b>	<b>-</b>	<b>-</b>	<b>12,487</b>	<b>844</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	22,009	-	-
CCXX R1 accounts (SS)	1	-	-	02/10/2023 -

	-	-	-
<b>Total cash funds</b>	<b>22,009</b>	-	-

(agree balances with receipts and payments account(s))

## 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	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	Neill Warhurst	02/10/2023