

**GRANGE FARM COMMUNITY (HOBBIES) CENTRE CIO**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**Period ended 31 March 2023**

**Phoenix Accountancy and Business Consultancy Limited**

TRO can be enforced in the area as long as consent has been received

As part of the consultation process we have contacted Persimmons (a

**Contents to the Financial Statements  
For the period ended 31 March 2023**

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## **TRUSTEES' ANNUAL REPORT**

### **For the period ended 31 March 2023**

The Trustees present their annual report together with the financial statements for the period to 31 March 2023.

The financial statements comply with the Charities Act 2011, the Constitution, and Charity Commission Guidance for Charities preparing their accounts on the Receipts and Payments basis.

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**

**Charity name:** Grange Farm Community (Hobbies) Centre

**Registered charity number:** 1196138

**Structure:** Charitable Incorporated Organisation (CIO)

**Principal address:** Wesley Road  
Scunthorpe  
North Lincolnshire  
DN16 1SA

#### **Trustees:**

At the date of this report the trustees were:

Maddison Leigh	Chair from	28 <sup>th</sup> November 2023
Max Bell	Appointed	6 <sup>th</sup> October 2023
Michael Butler	Appointed	4 <sup>th</sup> October 2021
Kate Youdale	Appointed	6 <sup>th</sup> October 2023

The following changes took place during the year and since the year end:

Pamela Price	Chair from 4 <sup>th</sup> October 2021, resigned 6 <sup>th</sup> October 2023
Ann Cooper	Appointed 4 <sup>th</sup> October 2021, resigned 6 <sup>th</sup> October 2023
Michael Butler	Appointed 4 <sup>th</sup> October 2021
Stephen Stamp	Appointed 4 <sup>th</sup> October 2021, resigned 29 <sup>th</sup> Sept 2023
Stephen Davidson	Appointed 4 <sup>th</sup> October 2021, resigned 12 <sup>th</sup> June 2023
Janice Higgins	Appointed 4 <sup>th</sup> October 2021, resigned 16 <sup>th</sup> Sept 2023
Maureen Whitaker-Clark	Appointed 4 <sup>th</sup> October 2021, resigned 16 <sup>th</sup> May 2023
Max Bell	Appointed 6 <sup>th</sup> October 2023
Maddison Leigh	Appointed 6 <sup>th</sup> October 2023
Kate Youdale	Appointed 6 <sup>th</sup> October 2023
Maddison Leigh	Chair from 28 <sup>th</sup> November 2023
Victoria Willerton	Appointed 28 <sup>th</sup> November 2023, resigned 23 <sup>rd</sup> January 2024

**TRUSTEES' ANNUAL REPORT (continued)**  
**For the period ended 31 March 2023**

**Bankers:**

Virgin Money  
122-124 High Street  
Scunthorpe  
North Lincolnshire  
DN15 6ES

**Independent examiner:**

Katie Sauvage FCCA  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage, Morley's Yard  
Walkergate  
Beverley  
East Yorkshire  
HU17 9BY

**STRUCTURE, GOVERNANCE AND MANAGEMENT****Governing document**

The charity was established under a Constitution (Association model) dated 13 October 2021 and is a registered Charitable Incorporated Organisation (CIO).

Prior to this Grange Farm Grange Farm Hobbies Centre operated as an unincorporated Charity (Charity number 1088500). Following a review of the risks of being an unincorporated association the Trustees made the decision to become the CIO. For a period of time both organisations were operating simultaneously, by 16<sup>th</sup> September 2022 all assets and liabilities were transferred to Grange Farm Community (Hobbies) Centre from this date.

**Governing body**

The responsibility to ensure appropriate governance and management of the charity is vested in the Trustees.

**Appointment of Trustees**

The appointment of trustees is in accordance with the Constitution.

The Trustee Board are elected at the Annual General Meeting by the members of the Charity, at every annual general meeting one-third of the charity trustees retire from office. The Trustee Board elects their Honorary Officers from those appointed.

**TRUSTEES' ANNUAL REPORT (continued)**  
**For the period ended 31 March 2023**

**Appointment of Trustees (continued)**

There is also the provision for the co-option of additional trustees by the Trustee Board, provided that the maximum number of trustees is not exceeded. Co-opted trustees must retire at the next AGM after their appointment, and shall not be counted for the purpose of which of the charity trustees are to retire by appointment at the AGM.

Any person retiring as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment.

The Constitution states that there must be at least 3 charity trustees and the maximum number of charity trustees is 9.

**Trustee Induction and Training**

New Trustees undergo induction, provided by the current Trustee Board. The induction includes a discussion about the role and responsibilities of Trustees, the activities, aims and objectives of the Charity, the structure of the organisation, Board of Trustees, general procedures of the organisation. New Trustees are introduced to members of staff and other Trustees, and are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, the latest statutory financial statements, Annual Report, and financial reports provided to the Board of Trustees.

**Organisational Structure**

The Trustee Board manages the Charity, and together with the Executive Committee considers both day to day operations of the Charity and strategic decisions at its meetings. Trustees are aware that any conflicts of interest are declared and minuted.

There is also the provision within the Constitution to develop sub-committees as required. The procedure for this is outlined in the Constitution.

**Risk Management**

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. Procedures are in place to ensure compliance with health and safety for trustees, staff, volunteers, service users and visitors to the Centre.

All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

**TRUSTEES' ANNUAL REPORT (continued)**  
**For the period ended 31 March 2023**

**OBJECTIVES AND ACTIVITIES****Objects**

As set out in the Constitution, the Charity's objects are:

(a) to promote the benefit of the inhabitants of North Lincolnshire and the neighbourhood without distinction of sex, sexual orientation, race or of political religious or other opinions, by associating 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 leisure time occupation with the object of improving the conditions of life for the said inhabitants.

(b) establish, or secure the establishment of, a community centre and to manage and maintain the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objectives.

(c) promote such other charitable purposes as may from time to time be determined.

**Summary of Main Activities in relation to the purposes for the public benefit**

We continue to provide facilities for Education, Recreation, Leisure and Sporting Activities for the people of North Lincolnshire. These include; Aikido, Amateur Dramatics, Air Gun Clubs, Boxing Groups, Circuit Training, Dancing (Tuition and Pleasure), Dress Making/ Sewing, Gym/Weightlifting, Judo, Model Railways Groups, Sub-Aqua, War Games & Role Playing, Youth Groups and Health Related activities. This is by no means an exhaustive list.

We continue to embrace the input and support from North Lincolnshire Council – Behaviour Support/Carers Support etc. from Rdash – CPR; PMVA courses and others.

Main objectives for the following year

Our main objectives for the following year are:

- Continue to provide a community building for the use of the community
- Continue to support the growth of the local community

**Public benefit**

The Trustees confirm that they have complied with the duty, contained in Section 4 of the Charities Act 2011, to have due regard to the guidance on public benefit issued by the Charity Commission. The charitable purpose of the charity within the meaning of the act is contained within its objects stated above.

**TRUSTEES' ANNUAL REPORT (continued)**  
**For the period ended 31 March 2023**

## **ACHIEVEMENTS AND PERFORMANCE**

### **Review of the financial period**

#### Review of Activities 2021-23

Following the change in structure from an unincorporated association to a CIO, all activities have continued through the CIO. The CIO was registered on the 13<sup>th</sup> October 2021. For a period of time both organisations were operating simultaneously, by 16<sup>th</sup> September 2022 all assets and liabilities were transferred to Grange Farm Community (Hobbies) Centre from this date.

During the accounting period we have continued to provide facilities for Education, Recreation, Leisure and Sporting Activities for the people of North Lincolnshire. These include; Aikido, Amateur Dramatics, Boxing Groups, Circuit Training, Dancing (Tuition & Pleasure), Dress Making/ Sewing, Gym/Weightlifting, Judo, Model Railways Groups, Sub-Aqua, War Games & Role Playing and health related activities. This is by no means an exhaustive list.

## **FINANCIAL REVIEW**

### **Financial regulations**

The financial statements have been prepared in accordance with the accounting policies set out on page 11 and comply with the Constitution, the Charities Act 2011, and Charity Commission Guidance for Charities preparing their accounts on the Receipts and Payments basis.

### **Financial results**

Total income was £49,721, the majority of this came from hiring the hall (£47,407). Total expenditure was £54,631. The deficit for the period was £4,910.

### **Policy on reserves**

It is the aim of the Trustee Board to retain at least six months' core running costs in the unrestricted general fund to ensure a sufficient buffer to enable effective financial decision making and ensure there are reserves available for unexpected expenditure.

**TRUSTEES' ANNUAL REPORT (continued)**  
**For the period ended 31 March 2023**

**FUTURE PLANS**

The Trustee Board will continue to maintain the Centre to a very high standard, making it an attractive and well used asset for the residents of North Lincolnshire.

Trustees will continue to ensure the future of the hall by working in partnership with our long and short-term hirers as well as seeking new hirers to increase room use. Additionally, the Trustees will apply for grant funding to try and fund new developments where appropriate.

**STATEMENT OF DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINER**

We, the Trustees of the Charity who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- ♦ there is no relevant information of which the Charity's Independent Examiner is unaware; and
- ♦ we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the Charity's independent examiners are aware of that information.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year which give a true picture of the transactions that have occurred in relation to the charity. The charity have prepared their accounts on the Receipts and Payments basis which is an acceptable format for a non-company charity with an income below £250,000.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER**

Katie Sauvage ACCA of Phoenix Accountancy and Business Consultancy Limited, trading subsidiary of Community VISION (Voluntary Infrastructure Support Involving Organisations and Networks CIO) was the appointed Independent Examiner.

Approved by the Trustees on 23rd January 2024 and signed on their behalf by:

Max Bell  
Treasurer

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**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF GRANGE FARM COMMUNITY (HOBBIES) CENTRE**

I report on the accounts of the Charitable Incorporated Organisation for the period ended 31 March 2023 which are set out on pages 9 to 14.

**Responsibilities and basis of report**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiners Statement:**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Katie Sauvage FCCA  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage  
Morley's Yard  
Walkergate  
Beverley  
HU17 9BY

*Katie Sauvage*

Date: 29/01/2024

**RECEIPTS AND PAYMENTS ACCOUNT**  
**for the period ended 31 March 2023**

	<i>Notes</i>	<i>Unrestricted Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total funds 2023 £</i>
<b>Income</b>	<b>1</b>			
Grant – North Lincolnshire Council		-	1,500	1,500
Rents and Room Hire		47,407	-	47,407
Kitchen and Refreshments		493	-	493
Miscellaneous Income		320	-	320
Investment income		1	-	1
<b>Total income</b>		<b>48,221</b>	<b>1,500</b>	<b>49,721</b>
<b>Expenditure</b>				
Staff costs	2 & 6	24,705	-	24,705
Kitchen & Refreshment		411	-	411
Insurance and water		2,526	-	2,526
Heating and lighting		17,909	1,500	19,409
Repairs and renewals		1,867	-	1,867
Cleaning		1,549	-	1,549
Independent Examiner		-	-	-
Other Accountancy		427	-	427
Legal and professional fees		555	-	555
Office Expenses		73	-	73
Telephone & Internet		1,030	-	1,030
Subscriptions & Memberships		1,413	-	1,413
Trade Waste		626	-	626
Trustees Expenses	3	40	-	40
<b>Total expenditure</b>		<b>(53,131)</b>	<b>(1,500)</b>	<b>(54,631)</b>
<b>Net Surplus/(Deficit)</b>		<b>(4,910)</b>	<b>-</b>	<b>(4,910)</b>
Transfer from Grange Farm Hobbies Centre (unincorporated)	4	83,425	-	83,425
Total monetary funds brought forward		-	-	-
<b>Total monetary funds carried forward</b>		<b>78,515</b>	<b>-</b>	<b>78,515</b>

*notes on pages 11 to 14 form an integral part of these accounts*

**STATEMENT OF ASSETS & LIABILITIES**  
**at 31 March 2023**

	<i>Notes</i>	<i>2023</i>
		<i>£</i> <i>£</i>
<b>MONETARY FUNDS</b>		
Petty Cash		20
Virgin Bank		78,495
		<u>78,515</u>
Comprising:		
Restricted	5	-
Unrestricted		78,515
		<u>78,515</u>
 <b>NON-MONETARY ASSETS AND LIABILITIES</b>		
<b>FIXED ASSETS</b>		
As per Fixed Assets register		<u>5,488</u>
<b>CURRENT ASSETS</b>		
Debtors – Hirers		<u>783</u>
 <b>CREDITORS: amounts falling due within one year</b>		
Corona Energy		1,382
North Lincolnshire Council		108
Voluntary Action North Lincolnshire		67
Phoenix Accountancy and Business Consultancy Limited – Accounts Fee		420
		<u>1,977</u>

*The notes on pages 11 to 14 form an integral part of these accounts*

Approved by the trustees on date 23<sup>rd</sup> January 2023 and signed on their behalf by:

Max Bell



Treasurer

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the period ending 31 March 2023**

**1. ACCOUNTING POLICIES**

**Basis of preparation**

The charity have prepared their accounts on the Receipts and Payments basis in line with Charity Commission guidance. This is an acceptable format for a non-company charity with an income below £250,000.

**Going concern**

The trustees consider the charity to be a going concern and the accounts have been prepared on this basis.

**Fund accounting**

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors. Restricted funds are accounted for separately to each other and to the core funding of the Charity.

General funds are unrestricted funds which are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity and which have not been designated for other purposes

**2. STAFF COSTS**

	<b>2023</b>
	<b>£</b>
Salaries	24,425
Employers' national insurance	-
Employers' pension contributions	97
Payroll fees	183
	<u>24,705</u>

The average weekly number of full time equivalent employees was 1.

**3. TRUSTEES REMUNERATION**

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee.

There was reimbursement of expenses amounting to £40 paid to trustees in respect of the year.

**NOTES ON THE FINANCIAL STATEMENTS**  
**For the period ending 31 March 2023**

**4. TRANSFER FROM GRANGE FARM HOBBIES CENTRE (UNINCORPORATED)**

Grange Farm Community (Hobbies) Centre registered as a Charitable Incorporated Organisation (CIO) on 13 October 2021.

Prior to this Grange Farm Grange Farm Hobbies Centre operated as an unincorporated Charity (Charity number 1088500). Following a review of the risks of being an unincorporated association the Trustees made the decision to become the CIO. For a period of time both organisations were operating simultaneously, by 16<sup>th</sup> September 2022 all assets and liabilities were transferred to Grange Farm Community (Hobbies) Centre from this date. Total monetary assets transferred was £83,425, this was all unrestricted.

**5. RESTRICTED FUNDS**

	<i><b>October 2021</b></i>	<i><b>Receipts</b></i>	<i><b>Payments</b></i>	<i><b>Transfer Between funds</b></i>	<i><b>March 2023</b></i>
	<i><b>£</b></i>	<i><b>£</b></i>	<i><b>£</b></i>	<i><b>£</b></i>	<i><b>£</b></i>
North Lincolnshire Winter Fuel payment	-	1,500	(1,500)	-	-
<b>Total restricted funds</b>	-	1,500	(1,500)	-	-

A brief description of the restricted funds are shown below:

**North Lincolnshire Council**

Winter payment of £1,500 was received from North Lincolnshire Council. This was used to contribute towards lighting and heating costs.

**NOTES ON THE FINANCIAL STATEMENTS**  
**For the period ending 31 March 2023**

**6. Related Party Transactions**

During the period the charity had the following related party transactions with its Trustees and people known to be connected with them.

<b>Person</b>	<b>Related Party /Relationship</b>	<b>Nature of service</b>	<b>Amount £</b>
Amy Booth	Pam Price /Grandparent	Employee – Gross Pay	6,211

Amy Booth was an employee of the Grange Farm Hobbies Centre. Pam Price was a Trustee of the Hobbies Centre. The Hobbies Centre follows fair recruitment practices and ensures the guidance on making payments to Trustees and connected parties is complied with.

The above transactions were conducted in accordance with the Charity's internal governance procedures and represent transactions conducted at arms-length and in accordance with the Charity's own charitable objects.

**7. Going Concern**

The trustees consider the Charity to be a going concern as the charity generates the majority of its income from renting out the facilities

The charity had a change of structure from an unincorporated charity to a Charitable Incorporated Organisation. This provides the benefit of the organisation having a distinct legal identity and provides Limited Liability for the Trustees.