

**Friends of Hull General Cemetery**

**Registered CIO 1203861**

**Financial Statements and Trustees Report**

**For the year ended**

**30<sup>th</sup> June 2024**

**Contents to the Financial Statements  
For the year ended 30<sup>th</sup> June 2024**

	Page
Trustees Annual Report	3
Receipts and Payments Account	8
Statement of Assets and Liabilities	9
Notes to the financial statements	10

**Trustees Annual Report**  
**For the year ending 30<sup>th</sup> June 2024**

The Trustees present their report with the independently examined financial statements of the Friends of Hull General Cemetery, a registered CIO, for the period ending 30<sup>th</sup> June 2024.

**Reference and Administrative details of the Charity and its Trustees**

<u>Name of charity CIO</u>	Friends of Hull General Cemetery
<u>Charity Registration Number</u>	1203861
<u>Address</u>	Spring Bank West, Kingston upon Hull
<u>Correspondence address</u>	18 Voases Lane Anlaby, East Yorkshire, HU10 7BH

Trustees

The names of Trustees who served during the year and up to the date of signing this report are as follows:

Helen Margaret Bovill  
David John Hamilton  
William Longbone  
Susan Karen Towner

There were no appointments or resignations during the year.

**Trustees Annual Report**  
**For the year ending 30<sup>th</sup> June 2024**

**Bankers**

Lloyds Bank plc  
Hull City Centre Branch

**Structure, Governance and Management**

Governing document:

The Friends of Hull General Cemetery is CIO, registered with the Charity Commission on 5th July 2023 and governed by its Constitution dated 3<sup>rd</sup> July 2023.

Recruitment and Appointment of trustees

The Trustees form the Management Committee of the Charity and are the only voting members. The governing document states there shall be a minimum of THREE charity trustees and a maximum of TEN. Apart from the first charity trustees, every trustee must be appointed for a period of THREE years by a resolution passed at a properly convened meeting of the charity trustees.

## **Trustees Annual Report For the year ending 30<sup>th</sup> June 2024**

### Trustee induction and training:

New Trustees and volunteers undergo induction training. This covers the roles and responsibilities of Trustees, the activities, aims and objectives of the charity, the structure of the organisation, Committee of Management and general procedures of the organisation.

### Organisational Structure:

The Board of Trustees manages the Charity and aims to consider only strategic decisions at its meetings. Trustees are aware that any conflict of interest is declared and recorded in the minutes. The Trustees meet monthly, and HCC representatives attend every other meeting.

### Volunteers' induction and training:

The Charity relies on volunteers to work with the Trustees to carry out the essential works of the Charity. All volunteers undergo induction training to appraise them of the aims and objectives of the Charity, potential hazards on site, safe working practices and use of personal protection equipment.

### Health and safety

The charity has a Health and Safety policy in place, and it is regularly reviewed. Trustees and volunteers attend Health and Safety in the Workplace and Emergency First Aid at Work training.

### Safeguarding Adults

The Charity has a Safeguarding Adults policy in place.

## **Objectives and Activities**

The objectives of the Friends of Hull General Cemetery are:

*"The objects of the CIO are, for the public benefit to preserve, maintain and develop the Hull General Cemetery for all or any of the following purposes:*

- a) To promote the use of the cemetery as an example of a former Victorian public burial ground.*
- b) To promote the conservation and preservation of the landscape, arboreta, flora and wildlife, and the unique historical heritage assets of the Hull General cemetery.*
- c) To advance the education of the public of the cemetery's history and importance to the City of Hull.*

### Main objectives for the following year:

In shaping our objectives for the coming year and planning our activities, the Trustees have considered the Charity Commissions guidelines regarding public benefit.

Our primary objectives for 2024/25 are:

- The completion of the database and web site project. The objective is the redesign of the web site to incorporate the searchable burial records database and incorporate the photographic archive.
- To complete the restoration of the Wilson Family tomb, funding is already in place.
- Restoration of several other memorials of historic significance.
- Maintenance of the site to keep the undergrowth under control and maintain access to the remaining memorials.
- Maintenance of the wildlife habitat for the benefit of the flora and fauna.
- Replanting selected areas to encourage the growth of wildflowers.
- Continuing our programme of guided walks and workshops to promote the heritage of the cemetery.

- To reach out to the local community to encourage new volunteers to be involved in the cemetery's various activities

## **Achievements and Performance**

### Review of activities 2023/24

The Friends of Hull General Cemetery are satisfied that since incorporation our work was consistent with our aims as defined in our Constitution.

During the year we:

- Restored the Blundell memorial.
- Repainted the Brodrick Main Gates.
- We established an ongoing relationship with the Hull and East Yorkshire Volunteers
- Installed the information board near the main gates.
- Restored several memorials and headstones which were fallen, hidden or damaged.
- Completed the Burial Register database.
- Reviewed and updated the photographic archive in readiness for the new web site.
- Checked the Burial Register and photographic collection entries against the published memorial inscriptions books.
- Assist public in locating the graves of ancestors and providing additional family research assistance at no cost.
- Continued our biographical research of persons and relatives buried in the Hull General Cemetery. The results being published on our face-book page, web site or in book form.

## **Financial Review**

It is the aim of the Trustees to retain three to six months core operating costs in the unrestricted general fund to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions, and the Trustees will work towards achieving this by additional fundraising activities.

### Principle funding sources

- Hull City Council Ward Grants
- Gifts and donations from families and public
- Sales of books and merchandise
- Sponsored events
- Grant from Sir James Reckitt Charity
- Grant from Dogger Bank Wind Farm Community Fund
- Grant from Hull and East Riding Charitable Trust

**Trustees Annual Report**  
**For the year ending 30<sup>th</sup> June 2024**

**Statement of the Trustees responsibilities**

The Trustees are responsible for preparing a Trustees' Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards. The Friends of Hull General Cemetery have income below £250,000 and has therefore elected to prepare the financial statements on a Receipts and Payments basis in line with the Charities Act 2011.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Trustee Declaration**

The Trustees declare that they have approved the Trustees Annual Report.

Signed on behalf of the charity's Trustees:

Date: 16<sup>th</sup> September 2024,

*M. Smith*  
*W. Hargrave*  
*S. K. Smith*  
*H. Smith*

**Receipts and Payments Account**  
**For the year ended 30<sup>th</sup> June 2024**

		<b>2023/24 Unrestricted funds £</b>	<b>2023/24 restricted funds £</b>	<b>2023/24 total funds £</b>
<b>RECEIPTS</b>	Notes			
Donations		765		765
Gift Aid		213		213
Fundraising	1		735	735
Guided walks		105		105
Sale of goods	2	324		324
Grants	3		12,415	13150
		<b>1,407</b>	<b>13,150</b>	<b>14557</b>
<b>PAYMENTS</b>				
Building materials		494		494
Plant hire		0		0
Administration		246		246
Cost of sales		119		119
Insurance		157		157
Training (HSE and first aid)		0		0
Misc site costs		165		165
Equipment purchase		246		246
		<b>1427</b>	<b>0</b>	<b>1427</b>
<b>Projects</b>				
Litter bins			941	941
Main gates refurb.			2336	2336
Web site and database			4914	4914
			<b>8191</b>	<b>8191</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Net Surplus/deficit for the year</b>		<b>(20.00)</b>	<b>4,959.00</b>	<b>4,939.00</b>
Cash and Bank Balances brought forward		4673	5000	9673
		<b>£</b>		<b>£</b>
<b>Cash and Bank Balances carried forward</b>		<b>4,653.00</b>	<b>£ 9,959.00</b>	<b>14,612.00</b>

The notes on page 10 form part of these financial statements.



**Statement of Assets and Liabilities**  
**As at 30th June 2024**

	Notes	2023/24	2022/23
Current account		14612	9673
		<b>£ 14,612.00</b>	<b>£ 9,673.00</b>
Comprising			
Unrestricted funds		3918	4673
Restricted funds	4	9590	5000
		<b>£ 14,612.00</b>	<b>£ 9,673.00</b>

**Non-monetary assets and Liabilities (estimated current book value)**

Fixtures	5	1200
Equipment		200
		<b>£ 1,400.00</b>

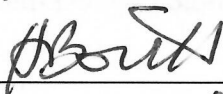
**Debtors** nil

**Creditors** nil

These financial statements were approved by the committee on

(date) 16/9/2024

and signed by:



Helen Bovill, Chair



David J. Hamilton, Treasurer

**Notes to the Financial Statements**  
**For the year ending 30<sup>th</sup> June 2024**

These accounts have been prepared on a receipts and payments (R&P) basis in line with Charity commission guidance for a charity of this size.

**Notes**

1. Fundraising – Donations and monies donated on-line for a sponsored event to fund the Web Site and Database project
2. Sale of Goods – Monies raised from the sale of books and cards and other goods.
3. Grants – to fund major projects awarded as follows:

Hull City Council	Repainting the Brodrick main gates	£2,336
Hull City Council	Grant towards the Web site and database	£1,879
Dogger Bank Wind farm	Grant towards the Web site and database	£1,000
Hull & East Riding		
Charitable trust	Grant towards the Web site and database	£1,000
Sir James Reckitt Charity	Grant towards the Web site and database	£5,200
Two Ridings small grants	Grant for the cost of new litter bins	£1,000
	<b>Total</b>	<b>£12,415</b>

4. Restricted and Unrestricted funds

The accounts at the end of the previous financial year (4<sup>th</sup> July 2023) prior to becoming a CIO contained restricted funds of £5,000 donated towards the refurbishment of the Wilson Family Tomb. This was carried forward to the year ending 30<sup>th</sup> June 2024 and is still held pending the work being completed.

5. Fixtures and equipment

Storage shed	present value estimated	£1,200
Various tools	estimated	£200