

**Charity of Caroline Amelia Norman  
For A Reading Room and Allotments**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

# Charity of Caroline Amelia Norman For A Reading Room and Allotments

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

S D Wadey  
C P Chapman  
M J Howarth  
C P Sharp  
M Winter  
J Eyles

**Charity number**

213559

**Principal address**

Park House  
Stoke Road  
Wereham  
King's Lynn  
Norfolk  
PE33 9AT

**Independent Examiner**

Mapus-Smith & Lemmon LLP  
48 King Street  
King's Lynn  
Norfolk  
PE30 1HE

# Charity of Caroline Amelia Norman For A Reading Room and Allotments

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# Charity of Caroline Amelia Norman For A Reading Room and Allotments

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2024

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The Trustees present their report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note to the financial statements and comply the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)"(as amended for accounting periods commencing from 1 January 2016)

#### Objectives and activities, 2024

The main objective of the charity is for income to be applied as the trustees think fit for any charitable purposes for the general benefit of the inhabitants of Northwold.

#### *Public benefit*

The charity's trustees have complied with the duty in section 4 of the 2006 Charities Act to have due regard to guidance published by the Charity Commission.

#### Achievements and performance

##### 1. Summary of Serious Incident sent to the Charity Commission in March 2025

A serious incident was formally reported to the Charity Commission involving the Charity of Caroline Amelia Norman for a Reading Room and Allotments. This was reported in line with the Commission's guidance on serious incidents and out of duty to protect the charity's integrity, transparency, and governance.

The incident concerns the sale of a small parcel of charity-owned land, which was completed for £50,000.00. Questions were raised regarding the compliance of the sale with charity law and the terms of the original charitable trust. Although the sale proceeded with legal advice, the trustees chose to report the matter out of an abundance of caution due to its material value and the potential implications for the charity's long-term assets and obligations.

##### 2. Charity's Response

Upon receiving concerns about the land transaction, the trustees promptly took the following actions:

- Reviewed the terms of the original trust deed and historical property title
- Maintained a clear audit trail and professional correspondence
- Reported the sale to the Charity Commission under serious incident reference number 786809

The trustees remain satisfied that the sale was conducted lawfully and in the best interests of the charity, but acknowledge that transparency with the regulator was necessary given the transaction's significance.

##### 3. Financial Impact

The charity received £50,000.00 from the sale of the land, which significantly increased its available funds.

#### Income

- Proceeds from Sale of Land: £50,000.00
- Dividends Received: £621.96
- Land Rental Income: £18.72

Total Income: £50,640.68

# Charity of Caroline Amelia Norman For A Reading Room and Allotments

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### Financial review

The Trustees did not have a Reserves Policy but relied upon the knowledge of the Clerk who had been employed by the trust for 15 years and had a good knowledge of the income and expenditure requirements. This will be rectified in 2025, when a Reserves Policy will be introduced.

The general reserves held at the year-end totalled £4,122 (2023 - £1,123). The charity held assets and investments valued at £53,809 as at 31 December 2024 (2023 - £14,514).

### Structure, governance and management

The charity was registered in December 1962, to include deeds of gift dated 21<sup>st</sup> December 1876 and schemes of 28<sup>th</sup> July 1959 and 28<sup>th</sup> February 1969.

### List trustees

S D Wadey  
C P Chapman  
M J Howarth  
C P Sharp  
M Winter  
J Eyles  
S D Wadey

Trustee selection method - The Trust has relied upon local people volunteering to become a trustee often from fellow trustees nominating someone or when an interested person has come forward from advert being placed in the Parish newsletter and Facebook pages. A Recruitment Policy will be created in 2025 with training undertaken by interested trustees and the Clerk.

The trustees' report was approved by the Board of Trustees.

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**Janette Eyles**

Trustee

Dated:

.....

# Charity of Caroline Amelia Norman For A Reading Room and Allotments

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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I report to the trustees on my examination of the financial statements of the Charity of Caroline Amelia Norman For a Reading Room and Allotments (the charity) for the year ended 31 December 2024.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared the charity in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their charity in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the charity to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set up in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

.....  
Mrs Sharon Edwards, F.C.A.  
Mapus-Smith & Lemmon LLP

48 King Street  
King's Lynn  
Norfolk  
PE30 1HE

Dated: .....

# Charity of Caroline Amelia Norman For A Reading Room and Allotments

## RECEIPTS AND PAYMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024	2023
Sale of Land	50,000.00	-
Dividends Received	621.96	390.00
Interest Received	18.72	290.00
Land Rental	-	163.00
	<hr/>	<hr/>
<b>TOTAL RECEIPTS</b>	<b>50,640.68</b>	<b>844.00</b>
	<hr/> <hr/>	<hr/> <hr/>
Allotments – Water	5,863.56	-
Legal & Professional	264.40	81.00
Village Hall	5,513.10	1,200.00
COIF Charities investment fund	36,000.00	-
	<hr/>	<hr/>
<b>TOTAL PAYMENTS</b>	<b>47,641.06</b>	<b>1,281.00</b>
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<b>SURPLUS/(DEFICIT) FOR YEAR</b>	<b>2,999.62</b>	<b>(437.00)</b>
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# Charity of Caroline Amelia Norman For A Reading Room and Allotments

## ASSETS AND INVESTMENTS HELD

**FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024	2023
<b>INVESTMENTS</b>		
COIF Charities Investment Funds		
2,448.4411 Unit/Share holdings	49,686.95	13,931.01
<b>BANK ACCOUNTS</b>		
- Barclays Community	3,108.71	749.77
- Barclays Premium Business	713.61	72.93
- Charities Deposit Fund	<u>300.00</u>	<u>300.00</u>
	4,122.32	1,122.70
	<u>53,809.27</u>	<u>14,513.71</u>

There are no liabilities as at 31 December 2024 or 2023.

The financial statements were approved by the trustees on.....

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**Janette Eyles (Trustee)**