



## Trustees' Annual Report for the period

	Period start date	Period end date
From	01 April 2022	To 31 March 2023

### Section A Reference and administration details

Charity name The Victoria Institution

Other names charity is known by Cliviger Village Hall

Registered charity number (if any) 224126

Charity's principal address 380 Burnley Road

Cliviger

Postcode

BB10 4SU

#### 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	Ivor Emo	Chair		
2	Moya Duckworth	Secretary		
3	Marion Beck			
4	Alan Scholes			
5	Alex Williams			
6	Michael Heys			
7	Maggie Crooks			
8	Miriam Shorrock			
9	Dorothy Shalliker			
10	Dorothy Stott			
11	Catherine Briggs			
12	Joan Ramsden			
13	Cosima Towneley			
14	Kathleen Wilson			
15	Jean Haycock			
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Scheme
How the charity is constituted (eg. trust, association, company)	Committee of management managing trustees
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected onto the committee

### Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are given written information concerning their roles and responsibilities.

A member of community futures

## Section C Objectives and activities

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

Provision and maintenance of the village hall for the use of residents of the parish of Cliviger to provide educational and leisure time activities.

**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)**

All activities fit with the guidance issued by the charity commission on public benefit.  
Monday club.  
Fitness class.  
Yoga.  
Dog training.  
Whist and dominoes.  
Playgroup.  
Parish Council meetings.  
Concerts – quizzes – socials.  
Afternoon teas.  
Charity events.  
Archives displays.  
Flower show.  
Local information presentations.

**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.

We apply for grant funding to meet the costs of specific projects.

We are entitled to apply to The Cliviger Benefit Fund (Scottish Power Coal Clough Wind Farm) each year.

We are run totally by volunteers. We have a large active committee and many other volunteer helpers.

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

In addition to our regular activities this year we have:

1. Fitted solar panels – we are currently waiting for BT to organise Wi-Fi to give us the full benefit of energy cost savings.
2. Previously the car park has been unlit but now flood lighting has been installed giving obvious benefit on dark evenings.
3. Storage problems have been alleviated by purchasing large storage boxes mainly used for housing children's toys.
4. Loft space has been fitted out to allow extra storage.
5. New children's fitness classes have been added which are proving popular with both children and parents.
- 6.

Maintenance and cleanliness of the building has continued to a good standard.

We are applying for funding from the Scottish Power scheme to repoint the brickwork of the building.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Regular information from our treasurer. Always work within our budget. Ensure we have enough reserves.

**Details of any funds materially in deficit**

None.

### 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.

Basic funding for running costs and expansion comes from user group income and special fund raising events organised by the committee.

Application for outside funding for specific projects has also been successful.

## 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)

I C Emo

Full name(s)

Ivor Emo

Position (eg Secretary, Chair, etc)

Chair

Date

12.05.2023



Section A

Independent Examiner's Report

Report to the trustees of	The Victoria Institution		
On accounts for the year ended	31 March 2023	Charity no (if any)	224126
Set out on pages	1 to 2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

Responsibilities and  
basis of report

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

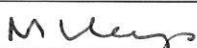
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out 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 accounts to be reached.

Signed:  Date: 12 May 2023

Name: Michael Heys

Relevant professional qualification(s) or body (if any): FCCA ACA

Address: Charter House  
Stansfield Street  
Nelson BB9 9XY

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Victoria Institution

224126

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/2022		31/03/2023

### 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>					
Hire of hall	7,316	-	-	7,316	7,631
Fundraising events	1,939	-	-	1,939	1,118
Bank interest	-	-	-	-	-
Grants	-	43,016	-	43,016	10,667
Donations	-	-	-	-	136
Insurance claim	-	-	-	-	2,102
Sundry	-	-	-	-	5
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>9,255</b>	<b>43,016</b>	<b>-</b>	<b>52,271</b>	<b>21,659</b>
<b>A2 Asset and investment sales, (see table).</b>					
Loan	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>9,255</b>	<b>43,016</b>	<b>-</b>	<b>52,271</b>	<b>21,659</b>

### A3 Payments

Repairs and maintenance	7,701	# 43,016	-	50,717	3,086
Gardener	150	-	-	150	-
Subscriptions	30	-	-	30	30
Lighting and heating	1,606	-	-	1,606	1,629
Water and sewage	425	-	-	425	560
Insurance	1,268	-	-	1,268	1,095
Professional fees	312	-	-	312	300
Printing, postage and stationary	32	-	-	32	36
Rent	20	-	-	20	20
Cleaning and housekeeping	2,928	-	-	2,928	1,815
Cost of fundraising	1,885	-	-	1,885	238
Donation	-	-	-	-	-
Sundry expenses	126	-	-	126	82
Website	-	-	-	-	522
	-	-	-	-	-
<b>Sub total</b>	<b>16,483</b>	<b>43,016</b>	<b>-</b>	<b>59,499</b>	<b>9,413</b>

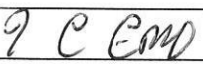
### A4 Asset and investment purchases, (see table)

Loan repayment	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>16,483</b>	<b>43,016</b>	<b>-</b>	<b>59,499</b>	<b>9,413</b>

<b>Net of receipts/(payments)</b>	<b>- 7,228</b>	<b>-</b>	<b>-</b>	<b>- 7,228</b>	<b>12,246</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>29,060</b>	<b>218</b>	<b>-</b>	<b>29,278</b>	<b>17,032</b>
<b>Cash funds this year end</b>	<b>21,832</b>	<b>218</b>	<b>-</b>	<b>22,050</b>	<b>29,278</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 in hand	373	-	-
	Current account	21,448	-	-
	Deposit account	11	218	-
	<b>Total cash funds</b>	<b>21,832</b>	<b>218</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	
		I Emo	12.05.2023	