

THE JUBILEE INSTITUTE, ROTHBURY

England & Wales · Charity number 227913

Details

Other names	THE JUBILEE INSTITUTE, ROTHBURY JUBILEE HALL
Status	Registered
Legal form	Other
Registered	1963-10-17
Register	View on the Charity Commission register

Contact

Address	Jubilee Institute Rothbury Morpeth NE65 7SD
Phone	01669 621861
Email	RothburyJubileeHall@outlook.com
Website	https://northumberlandvillagehalls.org.uk/rothbury-jubilee-hall

Activities

Objects: (1) THE OBJECT OF THE CHARITY IS THE PROVISION AND MAINTENANCE OF THE JUBILEE INSTITUTE, ROTHBURY FOR USE BY THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR:(A) MEETINGS, LECTURES AND CLASSES; AND(B) OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE INHABITANTS

Activities: The charity provides a place of recreation, social interaction and education for all the inhabitants within a 10 mile radius of Rothbury and in other parts of Upper Coquetdale.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** THE VILLAGE OF ROTHBURY, THE SURROUNDING AREA WITHIN A 10 MILE RADIUS AND UPPER COQUETDALE.
- Northumberland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£52,716	£62,422	-	-
2024-03-31	£37,547	£34,396	-	-
2023-03-31	£45,002	£46,637	-	-
2022-03-31	£30,903	£35,882	-	-
2021-03-31	£20,350	£19,401	-	-

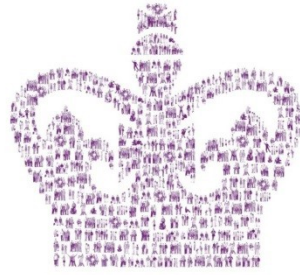
Trustees

Name	Role	Appointed
Paul Cramman	Chair	2021-07-22
Alfred Bogyor		2021-07-22
Andrew James Baugh		2022-05-26
Bob Mills		2022-05-26
Christine Abbs		2017-05-25
Gerard Crean		2025-05-15
Graeme Leck		2023-09-06
Jaime Atkinson		2023-05-24
Shona Walker		2021-07-22
Steven Brown		2023-08-08
webber Ian		2023-05-24

THE JUBILEE INSTITUTE, ROTHBURY

England & Wales - Charity number 227913

Accounts



**The Queen's Award
for Voluntary Service**

JUBILEE INSTITUTE ROTHBURY

CHARITY No 227913

ANNUAL REPORT 2024-25



Project Part-Financed
by the European Union
European Regional
Development Fund



1. ADMINISTRATIVE DETAILS

1.1 Address Jubilee Institute
Bridge Street
Rothbury
Morpeth
Northumberland
NE65 7SD

1.2 Trustees during 2024-25

Paul Cramman	Chair, Projects & Grants
Fred Bogyor	Vice-chair & secretary
Ian Webber	Minutes secretary & Security
Shona Walker	Treasurer
Christine Abbs	Invoicing treasurer
Jaime Atkinson	Storage mgt & Security
Andy Baugh	Website, social media & IT
Steve Brown	Facilities Management
Graeme Leck	Cinema & AV management
Robert Mills	Warm Hub
Gerard Crean	Co-Opted

1.3 Employees

The charity has one paid employee, acting as part time caretaker and booking clerk.

1.4 Governing document

The governing document under which the charity operates is a Scheme (Trust Deed) adopted on 15th October 2009 prepared with the guidance of the Charity Commission. Title to the land and property covered by the Scheme is vested in the Official Custodian for Charities. The Scheme specifies that the Trustees should be elected each year at the Annual General Meeting, and their number should be between 10 and 15. The Trustees subsequently elect the chair, secretary, and treasurer from among their number. On appointment Trustees are provided with copies of the Scheme and relevant Charity Commission guidance concerning their duties and responsibilities. Ten meetings of Trustees are normally held each year. All Trustee time is given voluntarily, and no Trustee receives any remuneration or other financial benefit.

2. PURPOSE AND BACKGROUND

2.1 Object of the Charity

This is stated in the Scheme as follows:

The object of the charity is the provision and maintenance of the Jubilee Institute, Rothbury, for use by the inhabitants of the area of benefit without distinction of political, religious, or other opinions, including use for:

- (a) meetings, lectures, and classes; and
- (b) other forms of recreation and leisure-time occupation

with the object of improving the conditions of life for the inhabitants.

2.2 The Jubilee Institute, its use and financial support

The Jubilee Institute is a large building in the centre of Rothbury and has provided a social centre for the area for many years. The Angus Armstrong hall has a stage, film projection and surround sound system. The hall is used for a variety of social activities and events. There are five additional meeting rooms, two meetings on the first floors are on long term contracts with the Food Bank and Parish Council. Two of the remaining meeting rooms have large screen TV's for presentations and conference calls and the third has a portable projector for presentations. The premises are licensed for public entertainment and the licence also currently covers the sale of alcohol.

This year room bookings have continued to grow with a variety of long-term contracts with regular users and short-term contracts with individuals or groups. Occasionally commercial organizations hire the facilities, but preference is always given to non-profit making organizations. We value all our customers and we are grateful for their support.

Jubilee Institute Customers Financial Year 2024 -2025		
Repair Cafe	Black Sheep Farm Health	Northumberland CVA
Rothbury Parish Council	Alison Scorer Health and Wellness	NHS Foundation Trust
Northumberland Communities Together	Alnorthumbria Vets	NNPA
Rothbury Pipe Band	Local & National elections	Rothbury accordion & fiddle group
Rothbury Traditional Music Festival	East Coast Swing Band	North Tyneside Riders
Rothbury Highland Pipe Band	Vest Life band	Kingston Property Services
Accordion Club	White Oaks Studio	Leading Link
Rothbury Accordion and Fiddle Club	Spring Yoga day retreat	League of Friends
Northumberland County Council	Simonside Cairns Fell Race	Joint Burial Committee
Over 60's club	Theresa's Cafe	Coquetdale Wildlife Trust
2nd Rothbury Scouts	Rothbury CAN	Environment Agency
Food Bank	Rothbury Christmas Lights	Forest Inventory
CADS	Simonside Cairns Fell Race	Music Partnership North
Makers Market	Pop up cafe	Children's parties
u3a	Portable Theatre Co.	Cluster Group
Age UK Keep Fit	Feel Good Friday	Cold Brew Events Ltd
Kirsty Keep Fit classes	Northumberland Wildlife Trust	Community Action Northumberland
Tae Kwondo	Coquetdale Squirrel Group	Northumberland Wildlife Trust
Pilates classes	Elements Rothbury	Rothbury Cinema
Thropton Parish council	Art and Prosecco class	PRF Creatives
BODYSONG Singing and yoga retreat	Meditation Class	

The main source of income comes from hiring rooms to individuals and organizations for a wide variety of purposes. All room hire is covered by contracts agreed between the Trustees and the user or user group.

The Patrons Scheme, through which local inhabitants make regular donations to the Institute, is a valuable contribution to finances. This, with associated Gift Aid receipts, is applied to long term and capital expenditure aiding the Trustees to make improvements to the premises that might otherwise not be possible. Our thanks go to the Patrons for their continued support.

The Trustees also run social events of various types to raise funds.

Grants for capital expenditure are obtained whenever possible.

To help keep on top of occasionally complex administration, the Trustees receive regular advice on charitable operation from CAN (Community Action Northumberland) for which we are most grateful.

3. MANAGEMENT REPORTS FOR 2024-25

3.1 Activities and Progress (Paul Cramman)

This report covers the period April 2024-March 2025. The Financial Reporting Standard 102 requires that this report should show evidence of what the Rothbury Jubilee Institute is set up to do, how it does it, and what is achieved as a result of its work. Ultimately it is the users of the Hall, and the people of Coquetdale who must judge if we have met our purpose as set out in the Constitution (see Section 2.1 of this report: Object of the Charity).

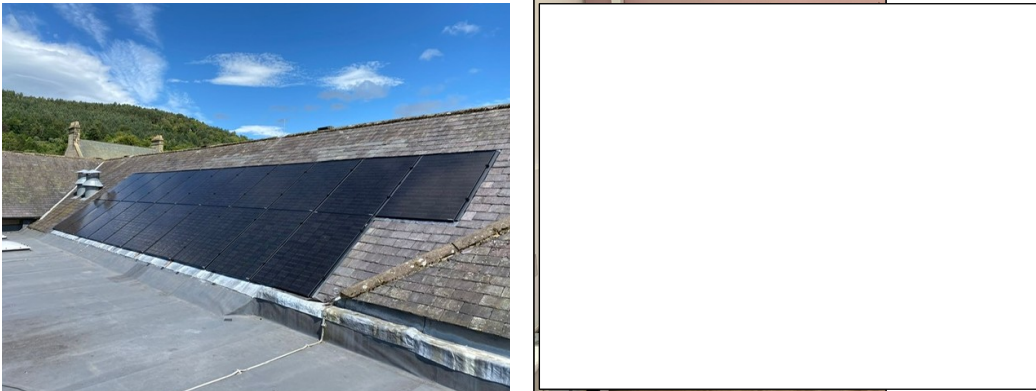
The monthly management meetings have continued to be well supported by the eleven Trustees, where all management and financial matters are discussed.

This year has been a challenging one for our finances mainly due to significant problems with the lift and inevitable increases to our utility bills. This will be explained in more detail in the Treasurers report section. The Trustees have worked hard to keep costs down by performing maintenance tasks, painting and a room refurbishment. We have fully implemented our environmental and cost saving project to future proof the Jubilee institute.

As mentioned at last year's AGM we purchased an on-line room booking system from Hallmaster and although we have had some operational teething problems the system is now up and running and has been well received. The booking system allows us to set heating thermostats to only come on when rooms are in use and provide a central point for customer contact details and other useful information. We are aware that not everyone wants to book online and bookings can still be taken by telephone by Fiona.

The Institute continues to be a popular venue with over 700 room bookings and approximately 5000 visitors this financial year. Bookings are 5% higher than the previous year.

The third element of Project Edison our environmental and financial savings project was completed on 5th August 2024 with the installation of 21 solar panels and a 13.2kwh Tesla battery. The SP's and battery will provide significant savings on our grid consumption of electricity and also in the event of a power cut the batteries will keep the hall powered for several hours. The majority of the installation was financed by grants and the remainder from institute funds. The old solar panels were donated to the repair café electricians who have reused them on small projects.



The Warm Hub continues to support the local community from the hall organising events and free advice.

One of our IT savvy Trustees has created a new website hosted by Northumberland Village Halls. This hosting service is free and allows us to promote the hall and its events with YouTube and Facebook links. Meeting rooms can also be booked from the website.

An independent fire and safety survey was undertaken at the beginning of the year. The report contained a list of actions that need to be addressed in the next financial year.

Finally, I would thank to thank all the Trustees for their dedicated contributions to the running of the Jubilee Institute.

3.2 Fund Raising and Other Events

The Duck Race was again very successful even though weather conditions were against us with the river too dangerous for volunteers to herd the ducks. On a sunny day a large crowd still enjoyed the winning ducks being drawn by local children. The two new contactless payment machines were very popular prior to and on the day of the duck race, all the ducks were sold.

Over £2k was raised from two Vest Life concerts (three talented Trustees are in the band) and a big band concert. These events are popular and a Trustee events subcommittee has been set up to manage future events. Attendance to the cinema has fluctuated this year but it continues to provide valuable revenue.

Generous donations were received from Susan Barwood £678 from the sale of Christmas calendars and Mark Booth who gifted £250 and organised £250 worth of vouchers from AkzoNobel for Dulux paint. We are very grateful for these kind donations.

3.3 Maintenance and Improvements

After recently being used as a store room for several years the dilapidated Blaeberry room was brought back into service by the Trustees who painted the room and laid carpet tiles. The room was subsequently rented for sole use by Rothbury Parish Council providing much needed income.

Painting of Simonside room is now complete and the hall skirting boards should be completed in the next few months.

The small store room inside the Howarth room was converted to a battery room by Trustees.

A drain pipe was unblocked and pointing performed on the bridge street entrance to hopefully resolve the damp issues.

During a scheduled service our oldest gas boiler was reported as unsafe and a new 25% more efficient boiler has been installed.

A new electric boiler was installed to provide hot water for the Cheviot room and gents toilets.

Pointing recommended from a surveyor's report has been performed on various parts of the building. The builder did a great job by matching the colour of the new mortar to the existing mortar.

The lift has been repaired on several occasions at significant financial cost, it is currently out of service with no guarantee that a proposed repair will resolve current issue. The Trustees have decided to investigate the feasibility of procuring a new lift through grants and fund raising.

Generally, the Hall is in very good condition for its age, in no small way due to the continued hard work put in by our Trustees and caretaker, Fiona Foreman, to whom yet again we owe a large debt of thanks for the care and effort she puts into her responsibilities, both as caretaker and booking clerk.

3.4 Treasurer's Report for the year ended 31 March 2025 (Shona Walker)

(These are draft accounts for the period 1 April 2024 to 31 March 2025. They final version will be agreed by the Trustees, audited by an Independent Examiner by 31/05/2025 and will be submitted to the Charity Commission.)

The Treasurer is Shona Walker and Trustees authorised to carry out online transactions are Shona Walker, Christine Abbs and Paul Cramman who are also cheque signatories on the Institute's Lloyds bank accounts. Signatories on the CCLA Investment funds account are Shona Walker, Paul Cramman and Fred Bogyor.

3.4.1 Summary *(2023/2024 figures in italics)*

The Institute continues to provide a well-used and vital community service, and the income generated by this provision covers the operational expenses of running the Hall. However, such a large and ageing building requires substantial capital and long term funding, and in the present economic climate, where there are fewer grants and funding opportunities for not-for-profit services, we must look ever closer at how this can be done.

Current reserves for 2024/225 decreased by £12.7k *(2023/24 increase £1.4k)*, and were augmented by transfers from our investment funds. £6k was planned long term use of reserves to part fund our extensive solar installation and storage project, but the remainder was almost entirely due to building and equipment renewal and maintenance. In addition, there was a £3k in year shortfall in external funding for the project, which will be met in 2025/26.

As a result, the total reduction in reserves (net of investment account interest (£3k, 2023/24 £0.6k) was £9.9k. Although this situation is manageable, and recurrent operational spend remains within budget, it flags up some concerns about long term and capital expenditure, and demands action (see Future Plans, below).

3.4.2 Income

Operational income was slightly above expectation: Room hire income rose by 5% despite charges being held at 2023/4 levels. Proceeds from events also rose, with net profits up 25%.

As for the previous year, the only major change on our direct income was in the level of grants and donations subsidising our capital projects, £19.5k *(£6.5k)*, as we moved to Phase III of the Edison Energy Project (solar installation replacement and expansion with high capacity storage). This was partially funded by the National Lottery through CAN (£17k), and partly through a donation from Alncom (£2.5k). The remainder (£8k) was self fund. (Northumberland County Council, through our local councillor, Steven Bridget, will also contribute to the scheme in 2025/6).

Fundraising (mainly through the annual Duck Race and popular music events) and Cinema gave us profit of £4k. Funds were further boosted by Susan Barwood, who kindly donated all the profits from her calendar sales.

Our Patrons continued to support us through their generous donations, contributing £1808 to our funds earmarked for capital spending.

3.4.3 Expenditure

Revenue expenditure increased as expected in most areas, but increases in the costs of maintenance contracts and their renewal continue to be a concern. Energy contract prices rose during the year but we only see a part year impact in these accounts. The latter are under renewal and will require marked additional budget for 2024/25. However, our investment in heating controls is already giving us savings in gas usage, and we expect reasonable reductions in usage of electricity from our renewables.

The most significant item of expenditure other than the above was on the maintenance and repair of the platform lift. Unfortunately, in spite of the time and resource applied, the lift remained out of service at the end of the year and Trustees continue to look at available options.

3.4.4 Capital & Non-current Spend

Expenditure on Edison, and grant funding has been mentioned above. We also replaced boilers and had plaster and stonework carried out

3.4.5 Future planning

There are a number of competing priorities and an ever-growing list of replacements and improvements associated with the ageing of the large scale refurbishment that took place 3 decades ago. As well as items on the annual rolling programme, of immediate necessity:

- It will be necessary to replace our investment reserves, our plan is to do this over 3-5 years.
- Structural work with further repairs to pointing, plasterwork etc in the next year
- We must ensure a working lift- affordability may make this a medium term goal
- Operational costs will have increased markedly by the end of 2025/26; thus we have reluctantly raised room hire and cinema charges to more closely reflect usage costs.
- Trustees are already considering large-scale fundraisers and alternative sources of funding for items mentioned above, and for other projects, such as replacement of the Hall floor, which currently sit on the wish list but will eventually become a priority.

3.4.1 Income and Expenditure account for the year ended 31 March 2025

The Jubilee Institute Rothbury Registered Charity: 227913
Receipts and Payments Account for the year ended 31 March 2025

Revenue Account	2024/25	2023/24
	£	£
Income		
Room Hire	20,522	19,503
Cinema & Fundraising	5,844	4,637
Insurance & Utilities	22	679
Admin & Misc	0	74
Savings A/c Interest	135	129
Gift Aid & GASSD	878	988
Patrons Donations	1,808	1,806
Grants	17,041	7,659
Gifts & Donations	3,464	340
Income derived from Activities	49,715	35,815
Expenditure		
Room Hire	0	0
Cinema & Fundraising	1,863	1,692
Insurance & Utilities	8,635	10,242
Admin & Misc	2,307	4,297
Staff Costs	3,686	3,423
Gifts & Donations	0	203
Maintenance: major	42,741	10,744
Maintenance: minor	3,189	6,795
Operating costs	62,422	37,396
Net Operating Surplus/(Deficit)	(12,706)	1,420
Transfers in		
Patrons Funding for Major Works	6,420	3,042
Net Transfers from Fundraising	4,795	(3,600)
Tx from CCLA Investment	3,000	
Transfers out		
Allocation to Patrons Account	(1,834)	(1,806)
Allocation of interest	(25)	(129)
Gen A/c Surplus/ (Deficit) for year	(350)	(1,003)
Movement on other Accounts		
Tx from CCLA Investment	7,000	
Patrons A/c Income	1,834	1,806
Patrons A/c Expend	(9,867)	3,042
Patrons A/c change	(1,033)	
Fundraising A/c Income	13,700	11,229
Fundraising A/c Expend	15,023	7,500
Fundraising A/c Change	(1,323)	
Net +/- in Reserves(excl Inv)	(7,545)	(4,999)
Investment Income		
CCLA a/c Income	3,001	1,732
CCLA a/c Transfer	(10,000)	-
CCLA a/c Change	(6,999)	20
Net +/- in Reserves (incl Inv)	(9,705)	(4,979)

Balance Sheet for the year ended 31 March 2025			
Cash at Bank & Investment Account			
Account	B/fwd 01/04/2024	Movement	C/fwd 31/03/2025
	£	£	£
General	1,045	(350)	695.22
Patrons	7,550	(1,033)	6,516.68
Fundraising	7,793	(1,323)	6,469.36
CCLA	50,792	(6,999)	43,793.45
Total	67,180	(9,705)	57,474.71

3.4.2 Independent Examiners Report for year ended 31 March 2025

Independent Examiner's Report

Jubilee Institute Accounts for the year ended 31 March 2025

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 Charities 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.

Examiner

Signed: *L. A. Lampert.*

Date: *21st May 2025*

Name: *L. A. LAMPERT*

Jubilee Institute Treasurer

Signed: *Shona Walker*

Date: *3rd June 2025*

Name: *SHONA WALKER*

4. SPECIFIC OBJECTIVES FOR 2024-2025

Specific objectives are set every year to prioritise the maintenance and compliance activities for the Jubilee Institute. They require confirmation by the new management committee of Trustees for 2024-25 after election and are inevitably dependent upon available finance.

1. Review and implement actions listed in the independent fire and safety report.
2. Investigate grants and fund raising for lift replacement.
3. Complete painting of skirting and mid-level woodwork in the Armstrong Hall.
4. Create an operational and maintenance manual for the institute.

Report signed on behalf of the trustees.

Signature:

Name: Paul Cramman
Position: Chair of Trustees
Date: 15th May 2025

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Signed: *L. A. Lampert.*

Date: *21st May 2025*

Name: *L. A. LAMPERT*

Jubilee Institute Treasurer

Signed: *Shona Walker*

Date: *3rd June 2025*

Name: *SHONA WALKER*

THE JUBILEE INSTITUTE, ROTHBURY

England & Wales - Charity number 227913

Accounts



**The Queen's Award
for Voluntary Service**

JUBILEE INSTITUTE ROTHBURY

CHARITY No 227913

ANNUAL REPORT 2023-24



Project Part-Financed
by the European Union
European Regional
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HALLMARK



a quality
standard scheme
for village halls

Hallmark 2 achieved

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Pat Moloney	IT & Security
Jaime Atkinson	Storage mgt & Security
Andy Baugh	Website and social media
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Robert Mills	Warm Hub

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- with the object of improving the conditions of life for the inhabitants.

2.2 The Jubilee Institute, its use and financial support

The Jubilee Institute is a large building with a variety of rooms and facilities, ranging from the 250-seater Angus Armstrong Hall through three meeting rooms for up to 50 people down to several smaller rooms and storage areas. There is a kitchen and further kitchen facilities in two other rooms. The main hall has a stage, film projection and surround sound and another ground floor room has a large screen TV. The building is located in a central position of Rothbury and has provided a social centre for the area for many years. The premises are licensed for public entertainment and the licence also currently covers the sale of alcohol.

The building continues to be used as a command, control and welfare centre for the emergency services as demonstrated on 21 October 2023 when heavy rain and subsequent flooding caused by storm Babet resulted in some residents having to be evacuated.



The main source of income comes from hiring rooms to individuals and organizations for a wide variety of purposes. All room hire is covered by contracts agreed between the Trustees and the user or user group. Users with long-term contracts normally include the Scouts, a club for the over 60s, and the Coquetdale Amateur Dramatic Society. Also, in normal times, there is a wide range of 20 to 30 other regular users covering such activities as Keep Fit, the study of local history, Council meetings, U3A sessions, a craft market, Cinema holding two showings per month, music rehearsals, and wildlife groups, as well as the Parish Council. Individual bookings include uses for wedding celebrations, music festivals, dances, parties, and local and national elections. Occasionally

commercial organizations hire the facilities, but preference is always given to non-profit making organizations.

The Patrons Scheme, through which local inhabitants make regular donations to the Institute, is a valuable contribution to finances. This, with associated Gift Aid receipts, is applied to long term and capital expenditure aiding the Trustees to make improvements to the premises that might otherwise not be possible. Our thanks go to the Patrons for their continued support.

The Trustees also run social events of various types to raise funds.

Grants for capital expenditure are obtained whenever possible.

To help keep on top of occasionally complex administration, the Trustees receive regular advice on charitable operation from CAN (Community Action Northumberland) for which we are most grateful.

We are currently working towards our Hallmark 3 in the quality standards scheme for village halls.

3. MANAGEMENT REPORTS FOR 2023-24

3.1 Activities and Progress (Paul Cramman)

This report covers the period April 2023-March 2024. The Financial Reporting Standard 102 requires that this report should show evidence of what the Rothbury Jubilee Institute is set up to do, how it does it, and what is achieved as a result of its work. Ultimately it is the users of the Hall, and the people of Coquetdale who must judge if we have met our purpose as set out in the Constitution (see Section 2.1 of this report: Object of the Charity).

The monthly management meetings have continued to be well supported by the eleven Trustees, where all management and financial matters are discussed. A quarterly Newsletter is now in production and has been well received. A new simplified website has been created that is easier to maintain, keep up to date and provide links to other applications such as room booking.

After listening to feedback from some of our existing users and reviewing the booking process of other halls it was decided to trial the Hallmaster Room Booking System. If implemented it should remove the risk of double bookings, allow customers to book on-line, simplify invoicing, improve reporting, align heating with room booking and provide a central point for customer contact details.

Our environmental and financial savings initiatives have progressed well with the LED lighting and smart heating controls completed. The solar panel and battery contracts have been signed with Flowing Energy Solutions All these initiatives will make us a greener building while also reducing costs and our total reliance on grid services.

Paul Cramman and Fred Bogyor attended the CAN village hall week at Morpeth County Hall to interact with other hall Trustees and listen to presentations on how halls can go green. It was reassuring to get confirmation that we are on the right track for making the Jubilee Institute as environmentally friendly as we can.

This year the Trustees have worked closely with the Christmas lights committee and were delighted to have Christmas lights on railings outside the hall and the “Welcome to Rothbury” lights on the side of the building. The larger lights will be stored in the Howarth room until Christmas.

More usable space has been created in the Simonside room by removing unused cabinets and relocating them in the Howarth room for secure storage for the repair café. All unused items have been removed from the Howarth room creating a safer environment.

This year’s green projects have largely been financed by grants and donations secured by the chairman.

A new amp and cinema screen were purchased this year replacing end of life equipment.

The Warm Hub continues to support the local community with energy saving advice and free products to assist with energy saving. Notice boards and leaflet drops in meeting rooms have kept the halls customers informed of Warm Hub services. A Warm Hub energy grant of £1200 was gratefully received helping towards our winter energy costs. Pottery classes funded by the Warm Hub proved to be a great success.

Administration documents are now stored in the Cloud cutting down the amount of paperwork that necessarily accumulates with the running of such an enterprise as the Jubilee Institute.

At the time of writing this report one of our long serving Chairman and Trustees of 14 years has advised us he plans to step down. Pat Moloney’s dedicated service to the Hall has been exemplary as a Trustee and then chair. Pat has been selfless in his service to the community by keeping the hall in good order for local residents. In true Pat fashion he will continue to be involved with the cinema and has offered to still share his extensive expertise and knowledge of all things Jubilee Institute with existing Trustees.

Finally, I would thank to thank all the Trustees for their dedicated contributions to the running of the Jubilee Institute.

3.1.1 Fund Raising and Other Events

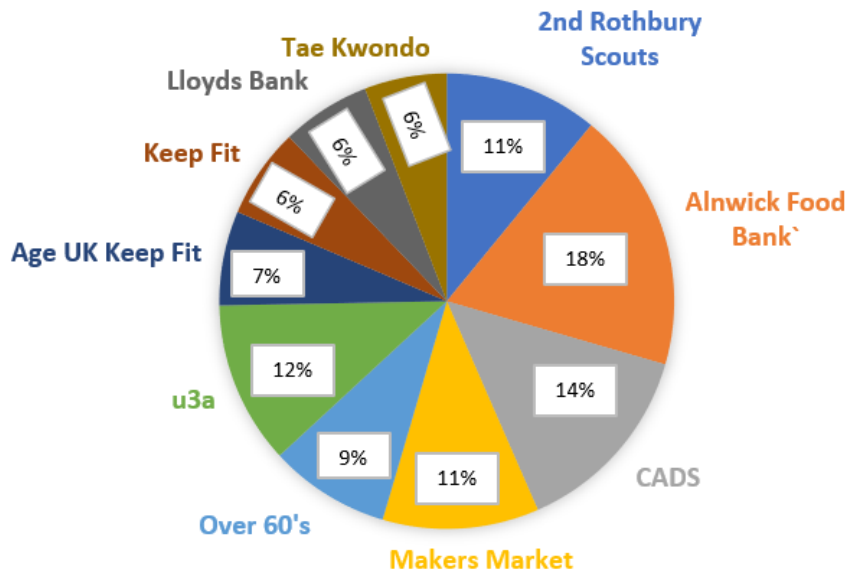
The Duck Race was again very successful but sales were affected by the only cash machine in Rothbury being out of Service. We hope to sell all our ducks in the coming event by acquiring card reading facilities.

Quarterly u3a and Trustee quiz nights have proven very popular and provided additional funds for the hall. Attendance at cinema has picked up in the last few months of the year and new equipment (new amplifier, DVD and screen) were installed.

3.1.2 News of Users and Usage

We value all our customers and we are grateful for their support.

The Hall continues to be well used for a variety of activities; our top 10 customers are listed below



The table below shows our other regular customers and those that book between 1 and 5 sessions in the Hall.

Regulare Customers	Customers who book 1 to 5 sessions a year	
Repair Cafe	Black Sheep Farm Health	Northumberland CVA
Rothbury Parish Council	Alison Scorer Health and Wellness	NHS Foundation Trust
Northumberland Communities Together	Alnorthumbria Vets	NNPA
Rothbury Pipe Band	Zumba Classes	North East Jewellery Exchange
Rothbury Traditional Music Festival	The Medal Centre	North Tyneside Riders
Rothbury Highland Pipe Band	Ukrainian English Classes	Kingston Property Services
Accordion Club	White Oaks Studio	Leading Link
Rothbury Accordion and Fiddle Club	The Rothbury Practice	League of Friends
Northumberland County Council	Simonside Cairns Fell Race	Joint Burial Committee
	Theresa's Cafe	Coquetdale Wildlife Trust
	Rothbury CAN	Environment Agency
	Rothbury Christmas Lights	Forest Inventory
	Rothbury Hags	Music Partnership North
	Pop up cafe	Children's party
	Portable Theatre Co.	Cluster Group
	Pottery Geoup	Cold Brew Events Ltd
	Redeemer Church	Community Action Northumberland
	Coquetdale Squirrel Group	

3.1.3 Maintenance and Improvement

The kitchen has been painted and the oven has had a deep clean.

Damp has been discovered in the bridge street entrance. A blocked drainpipe may be the cause and damp proofing may be required.

Generally, the Hall is in very good condition for its age, in no small way due to the continued hard work put in by our caretaker, Fiona Foreman, to whom yet again we owe a large debt of thanks for the care and effort she puts into her responsibilities, both as caretaker and booking clerk.

3.2 Priorities and Objectives for the coming year.

1. Perform painting of the rooms as per this year's schedule.
2. Investigate if grants are available for a new kitchen and floor sanding.
3. Install a new more efficient boiler in the kitchen.

3.4 Treasurer's Report for the Year ended 31 March 2024 (Shona Walker)

These accounts cover the period 1 April 2023 to 31 March 2024. They have been agreed by the Trustees, audited by an Independent Examiner and will be submitted to the Charity Commission. Trustees authorised to carry out online transactions are Shona Walker, Pat Moloney and Christine Abbs, who are also cheque signatories on the Institute's bank accounts.

Summary *(2022/23 figures in italics, in brackets)*

We returned a revenue surplus (increase in current reserves) for 2023/24 of £1,420 *(2022/23 deficit £7,545)*. Investment reserves increased by £1,732 *(£855)*.

This is a good financial performance, given the level of price increases sustained, and our reserves position remains healthy. However, there are significant price increases in the pipeline, and we face many budgetary pressures in 2024/25.

Income

The 2023/24 accounts reflect healthy demand for community spaces and the return of most groups that had been affected by Covid. In anticipation of inflationary price increases, we reluctantly increased room hire charges at the start of the financial year. However, room hire revenue was 11.4% up on the 2022/23 figure and covered cost increases.

The only major change from the previous year was in the level of grant income for capital projects, £6.5K *(£10k)*. This reflected the fact that we had moved on to Phase II of the Edison Energy Project (LED Lighting and installation of heating controls) and this was 100% funded by the National Lottery through CAN . We continued to receive a Warm Hub grant of £1.2k *(£1.2k)* toward energy costs.

Fundraising (mainly through the annual Duck Race) and Cinema gave us profit of £3k. Funds were further boosted by Susan Barwood, who kindly donated all the profits from her calendar sales, and regular quizzes held in conjunction with the u3a.

Our Patrons continued to support us through their generous donations, contributing £1806 to our funds earmarked for capital spending.

Expenditure

Revenue expenditure was stable in most areas, but increases in the costs of maintenance contracts and their renewal were a concern. Our costs for Telephony and broadband have been kept down because of hosting the Alncom technology, and we have benefitted from continuation of fixed price energy contracts for a significant part of the year. However, the latter are under renewal and will require marked additional budget for 2024/25. Energy costs for 2023/24 appear lower than 2022/23, but in 22/23, although subject to subsidy, were also significantly affected by emergency usage during the storms of that year.

Capital & Non-current Spend

Expenditure on Edison, and grant funding has been mentioned above. In addition, our own reserves were applied to completion of Phase 1 of Edison (£2K) and the replacement of aging cinema and speaker equipment (£2.2k)

2024/25: we face the full year impact of increases in our energy prices, and many demands on our replacement and renovation budget. Phase III of Edison (replacement solar installation) will not be fully grant-funded, and cost of living pressures continue to hit our users. However, we have taken the decision NOT to increase prices in 2024/25, believing this is the best way to serve the community.

3.4.1

The Jubilee Institute Rothbury Registered Charity: 227913
Income and Expenditure Account for the year ended 31 March 2024

Revenue Account	2023/24	2022/23
	£	£
Income		
Room Hire	19,503	17,506
Cinema & Fundraising	4,637	5,074
Insurance & Utilities	679	315
Admin & Misc	74	518
Interest savings accounts	129	25
Gift Aid & GASSD	988	726
Patrons Donations	1,806	1,834
Grants	7,659	11,200
Gifts & Donations	340	37
Income derived from Activities	35,815	37,234
Total Income	35,815	37,234
Expenditure		
Room Hire	0	0
Cinema & Fundraising	1,692	1,470
Insurance & Utilities	10,242	11,404
Admin & Misc	4,721	5,376
Gifts & Donations	203	50
Maintenance: major	10,744	20,402
Maintenance: minor	6,795	6,076
Operating costs	34,396	44,778
Net Operating Surplus/(Deficit)	1,420	(7,545)
Transfers in		
Patrons A/c Funding for Major Works	3,042	6,420
Transfers out		
Allocation to Patrons Account	(1,806)	1,834
Net Transfers to Fundraising	(3,600)	1,348
Allocation of interest	(129)	25
Total Expenditure	42,844	46,637
Gen A/c Movement for year	(1,073)	(1,635)
Movement on other Accounts		
Patrons A/c Income	1,806	1,834
Patrons A/c Expend	3,042	6,420
Patrons A/c change	(1,236)	(4,586)
Fundraising A/c Income	11,229	13,700
Fundraising A/c Expend	7,500	15,023
Fundraising A/c Change	3,729	(1,323)
Net Revenue Surplus/(Deficit) for year	1,420	(7,545)
Investment Income		
CCLA a/c Income	1,732	855
CCLA a/c Change	1,732	855
Net Surplus/(Deficit) for year	3,152	(6,690)

Balance Sheet for the year ended 31 March 2024			
Cash at Bank & Investment Account			
Account	B/fwd 01/04/2024	Movement	C/f 31/03/24
	£	£	£
General	2,118	(1,073)	1,045
Patrons	8,786	(1,236)	7,550
Fundraising	4,064	3,729	7,793
CCLA	49,060	1,732	50,792
Total	64,028	3,152	67,180

3.4.2

Independent Examiner's Report

Jubilee Institute Accounts for the year ended 31 March 2024

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 Charities 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.

Examiner

Signed: *L. A. Lambert.*

Name: *L. A. LAMPERT*

Date:

1st May 2024.

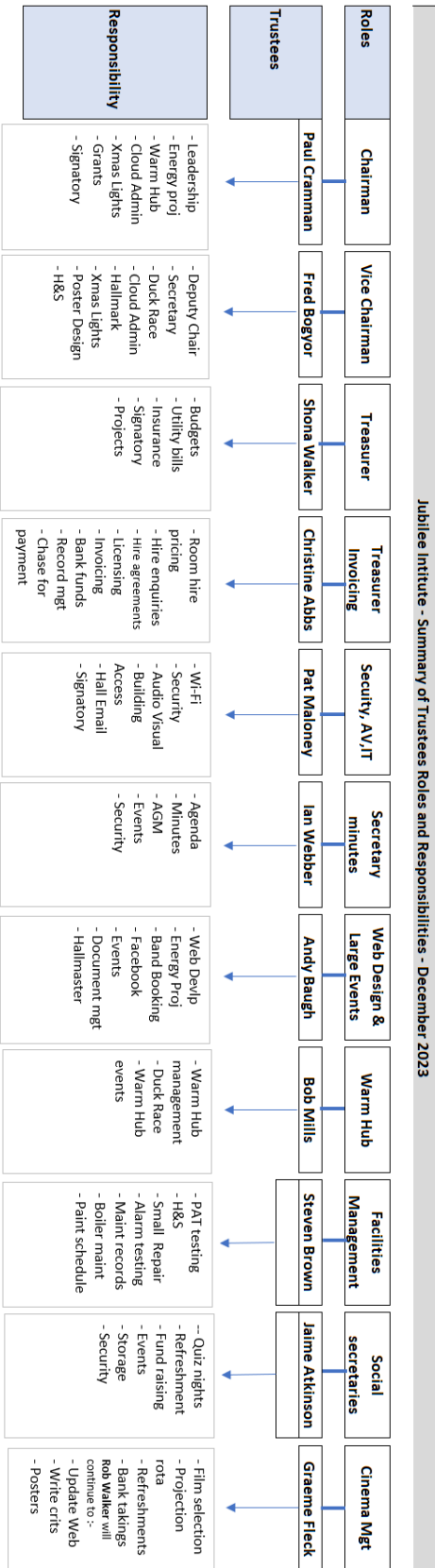
Jubilee Institute Treasurer

Signed: *Shona & Walker*

Name: *SHONA WALKER*

Date: *1 May 2024*

3.5 Trustees Roles and Responsibilities



4. SPECIFIC OBJECTIVES FOR 2024-2025

These specific objectives are intended to be supplementary to the underlying overall objectives of maintaining the Jubilee Institute facilities, attracting and serving the community needs of Coquetdale through our users, and ensuring financial stability. They require confirmation by the new management committee of Trustees for 2024-25 after election and are inevitably dependent upon available finance.

1. Publish the full history of the Rothbury Jubilee Institute in a format that will be readily accessible to the people of Coquetdale.
2. Complete the installation of Solar Panels and batteries.
3. Apply for Hallmark 3 Status
5. Paint Simonside room and skirting of the Armstrong Hall.
Apply for Hallmark 3 status.
5. Create an operational and maintenance manual for the institute.

Report signed on behalf of the trustees.

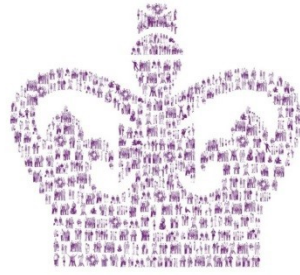
Signature:

Name: Paul Cramman
Position: Chair of Trustees
Date: 23rd May 2024

THE JUBILEE INSTITUTE, ROTHBURY

England & Wales - Charity number 227913

Accounts



**The Queen's Award
for Voluntary Service**

JUBILEE INSTITUTE ROTHBURY

CHARITY No 227913

ANNUAL REPORT 2022-23



Project Part-Financed
by the European Union
European Regional
Development Fund

HALLMARK



a quality
standard scheme
for village halls

Hallmark 2 achieved

1. ADMINISTRATIVE DETAILS

1.1 Address Jubilee Institute
Bridge Street
Rothbury
Morpeth
Northumberland
NE65 7SD

1.2 Trustees during 2022-23

Pat Moloney	Chair and IT
Paul Cramman	Vice-chair & secretary
Heather Lister	Minutes secretary
Shona Walker	Treasurer
Christine Abbs	Invoicing treasurer
Margaret Blanshard	Services and inspections
Fred Bogyor	Secretary support
Ken Branson	Facilities management
Andy Baugh	Website and social media
Bill Gunn	Facilities support
Gwyneth Wray	Social and History
Derek Wray	Social and history

1.3 Employees

The charity has one paid employee, a part time caretaker and booking clerk.

1.4 Governing document

The governing document under which the charity operates is a Scheme (Trust Deed) adopted on 15th October 2009 prepared with the guidance of the Charity Commission. Title to the land and property covered by the Scheme is vested in the Official Custodian for Charities. The Scheme specifies that the trustees should be elected each year at the Annual General Meeting, and their number should be between 10 and 15. The trustees subsequently elect the chair, secretary, and treasurers from among their number. On appointment trustees are provided with copies of the Scheme and relevant Charity Commission guidance concerning their duties and responsibilities. Ten meetings of trustees are normally held each year. All trustee time is given voluntarily, and no trustee receives any remuneration or other financial benefit.

2. PURPOSE AND BACKGROUND

2.1 Object of the Charity

This is stated in the Scheme as follows:

The object of the charity is the provision and maintenance of the Jubilee Institute, Rothbury, for use by the inhabitants of the area of benefit without distinction of political, religious, or other opinions, including use for:

- (a) meetings, lectures, and classes; and
 - (b) other forms of recreation and leisure-time occupation
- with the object of improving the conditions of life for the inhabitants.

2.2 The Jubilee Institute, its use and financial support

The Jubilee Institute is a large building with a variety of rooms and facilities, ranging from the 250-seater Angus Armstrong Hall through three meeting rooms for up to 50 people down to several smaller rooms and storage areas. There is a kitchen and further kitchen facilities in two other rooms. The main hall has a stage, film projection and surround sound and another ground floor room has a large screen TV. The building is right at the centre of Rothbury and has provided a social centre for the area for many years. The premises are licensed for public entertainment and the licence also currently covers the sale of alcohol.

The main source of income comes from hiring rooms to individuals and organizations for a wide variety of purposes. All room hire is covered by contracts agreed between the trustees and the user or user group. Users with long-term contracts normally include the Scouts, a club for the over 60s, and the Coquetdale Amateur Dramatic Society. Also, in normal times, there is a wide range of 20 to 30 other regular users covering such activities as Keep Fit, the study of local history, Council meetings, U3A sessions, a craft market, three cinema showings a month, music rehearsals, and wildlife and history study groups, as well as the parish council. Individual bookings include uses for wedding celebrations, music festivals, dances, parties, and local and national elections. Occasionally commercial organizations hire the facilities, but preference is always given to non-profit making organizations.

As a sign of the times, we now host the Coquetdale Food hub, with storage and distribution organised from the Hall.

An invaluable degree of financial security to the affairs of the Jubilee Institute is provided by the Patrons Scheme through which local inhabitants make regular donations, often increased by Gift Aid. This allows the trustees to make improvements to the premises that would otherwise not be possible. Our thanks go to the Patrons for their continued support.

The trustees also run social events of various types to raise funds. Grants for capital expenditure are obtained whenever possible.

To help keep on top of this sometimes complex administration, the trustees receive regular advice on charitable operation from CAN (Community Action Northumberland) for which we are most grateful.

In 2009 the trustees received the Queen's Award for Voluntary Service. In 2011 the Jubilee Institute was awarded Hallmark 1 status, a quality standard scheme overseen by ACRE (Action with Communities in Rural England) that recognises effective management. This was successfully raised to Hallmark 2 status in 2017 and both status' were renewed in November 2022, after a thorough assessment of our procedures and management. Thanks go to Fred Bogyor for all his work on this process, and to John Lewis for staying on as a Trustee and assisting, until the process was completed.

3. MANAGEMENT REPORTS FOR 2022-23

3.1 Activities and Progress (Pat Moloney)

This report covers the period May 2022-April 2023. The Financial Reporting Standard 102 requires that this report should show evidence of what the Rothbury Jubilee Institute is set up to do, how it does it, and what is achieved as a result of its work. Ultimately it is the users of the Hall, and the people of Coquetdale who must judge if we have met our purpose as set out in the Constitution (see Section 2.1 of this report: Object of the Charity).

The monthly management meetings have continued to be well supported by the twelve Trustees, where all management and financial matters are discussed. We were also fortunate to be able to co-opt two additional Trustees in Bob Mills and Graeme Leck.

However, at the time of writing this report, six of our Trustees will be stepping down from their roles at this AGM.

Heather Lister, our minutes secretary, has been a Trustee since 2011. We have relied on her to keep an accurate and up to date record of our meetings, as well as contributing to the decision making process. Thanks Heather for all that you have done.

Ken Branson has been a Trustee since 2010. Besides patching and fixing the fabric of the building when required, Ken has kept an eye on the Hall by dropping in on a regular basis to inspect it. His knowledge and humour will be missed.

Margaret Blanshard became a Trustee in 2016. Margaret has overseen the equipment servicing and routine maintenance schedules for the Hall. Her efficiency and eye for detail will be a hard act to follow.

Derek and Gwyneth Wray joined in 2021. Besides their contribution to the social side of the Hall, with their background in historical research, they were also tasked with compiling a history of the Institute from both the available papers as well as anecdotal contributions from the Coquetdale community. This is just about complete, and the Trustees will be making arrangements to have the work published. It is fitting that their time as Trustees will be marked by a lasting, updated record of the Hall.

William Gunn is also stepping down after two years as a Trustee due to moving home. Bill helped out with the management of the property and did a number of fix-it type jobs to keep the place well maintained and working.

Because of the demands on the time and energy of the management committee, and the annual concern about the number of Trustees coming forward, and managing regular meetings, consideration is being given to changing our Governing Scheme (Trust Deed).

The Charity Commission has been consulted about us reducing the number of Trustees called for in making the Institute manageable. At our last Trustees' meeting in April it was decided that the minimum number of Trustees on the committee should be reduced to 8, but that any number up to 15 was still preferable. For decision making, the Trustees also decided that the meeting would be quorate, and therefore able to make decisions (especially financial ones), if 5 Trustees were present, including one of the Treasurers and either the chair or vice chair. Whilst it is unlikely that we would be reduced to such numbers, given the average attendance at management meetings, the Trustees felt that we should plan for the future, should managing become more problematic. Any substantial decisions could still be ratified by on line consultation, should meetings be difficult to arrange.

The Charity Commission have stated that the decision regarding the number of Trustees is for the Trustees and Users to make, and that they would consider favourably any change in this part of our Scheme (Trust Deed).

Having said this, we are currently using social media and letter box drops to encourage further applications for new Trustees. This has already produced two potential applicants, and we hope more will be forthcoming over the year.

The preceding year has been a very full and busy one as the objectives and priorities set the previous year were worked on. Besides the completion of the Institute's history, the youth project rooms were refurbished by the Trustees. We were then approached by the Coquetdale Food Hub as they needed to have local storage and sorting space for their endeavours. Due to the demands on their service they now occupy the largest of the ex youth project rooms which meets their needs.

An energy audit was undertaken and various recommendations were made. The majority of the building's lighting is now LED based and hopefully will contribute to a lessening of our electricity bill. Our eccentric heating system continues to function, but in view of the soaring gas bills we feel we need to take more control over its use by installing a remote management system, using Wi-Fi.

We acquired Warm Hub status last year and an event was run in January. We are still exploring how we might use this facility for the benefit of the community.

Currently there are plans being discussed to enhance the Jubilee Hall's status, building on its role as the local emergency centre, following the lessons learnt from storm Arwen and its aftermath. This may entail setting up a communications centre for emergency services as well as uninterruptible power supply within the building, as well as continuous mobile phone and broadband connections. Watch this space.

Relevant documentation is now on the Cloud, and we are striving to cut down on the amount of paperwork that necessarily accumulates with the running of such an enterprise as the Jubilee Institute.

The building work is almost complete, with some pointing still outstanding.

As previously mentioned, our Hallmark 1 and 2 status' were renewed in November and lasts for 2 years.

Finally, we continue to keep a close eye on our expenditure, given the financial uncertainties we all face. Thanks have to go to both our Treasurers for ensuring we remain solvent. We're lucky to have them.

Concluding this section of the report, I should mention that this will be my final presentation as Chair of the Trustees. Having held the post for some 10 years I believe it is time for someone else to give fresh impetus and provide new ideas and plans for the future. I have enjoyed my time in the role, and will be remaining as a Trustee for the immediate future. My thanks to my fellow Trustees, and all those who have given me support over the years.

In order to maintain the smooth running of the team, the Trustees decided to bring forward the election process, given the delays to the AGM due to illness. This was done at the June Trustees' meeting, and it was decided that the new chair will be Paul Cramman, whilst the vice chair will be Fred Bogyor. Other roles, other than our two treasurers, will be ratified accordingly. This is in line with the Charity Commission's advice re organising our own administration.

3.1.1 Fund Raising and Other Events

Last year's Duck Race was so successful that this year we attempted the 1000 Ducks Race! Whilst we didn't quite make it it has made a major contribution to our funds. For future consideration, we are looking at perhaps promoting our own music events, as well as cooperating with the U3A for quarterly quiz nights. The cinema is up and running and continues to be well attended. We are looking at the possibility of reopening the Saturday night film show in the Cheviot Room.

However, despite the success of our efforts we have been forced, like many other organisations, to raise our hiring charges. We believe we have kept them to a fair rate, and hope this will not discourage users in future.

3.1.2 News of Users and Use

Generally, the Hall usage is returning to pre Covid levels, although the RVS was forced to quit the Hall, due to their own financial issues.

3.1.3 Maintenance and Improvement

The last of the refurbishment works will be completed this summer, and a decorating schedule will be implemented to freshen up the décor.

Generally, the Hall is in very good condition for its age, in no small way due to the continued hard work put in by our caretaker, Fiona Foreman, to whom yet again we owe a large debt of thanks for the care and effort she puts into her responsibilities, both as caretaker and booking clerk.

3.2 Priorities and Objectives for the coming year.

1. Publish the full history of the Rothbury Jubilee Institute in a format that will be readily accessible to the people of Coquetdale.
2. Continue with the replacement of the Hall lighting by LED lights.
3. Look to install an energy management system and consider replacing our time worn solar panels.
4. Look to apply for Hallmark 3 status.
5. Work with our newly acquired Warm Hub status to provide and enhance further services to the Community.

3.3 Report on Usage

TABLES OF USERS ACCORDING TO EXTENT OF USE

Table 1: Weekly use for all or part of the year

2 nd Rothbury Scouts, Cubs and Beavers	Over 60s
Coquetdale Food Hub	Keep Fit
Age UK Keep Fit	
Chose to Lose (replaced Weight Watchers)	Rothbury Highland Pipe Band
Coquetdale Amateur Dramatic Society	Tae Kwondo

Table 2: Regular and frequent use: fortnightly, monthly, quarterly or similar

Accordion Club	Rothbury Parish Council & Burial Committee
Accordion and Fiddle Group	U3A - Main meetings and committee meetings
History Society	U3A - Creative writing
Makers (Craft) Market	U3A - Discussion group
Northumberland National Park Auth	U3A - Art Appreciation
Repair Cafe	U3A - Poetry
Llyoyd's Bank	The Wildlife Trust
Rothbury Labour Party meetings	

Table 3: Repeat but less frequent use: annual events, occasional bookings

Coquetdale League of Friends	NCC (public meetings, polling station, etc.)
Coquetdale Community Archaeology	Parish Council Cluster Group
Cycling drop-in	Rothbury Climate and Nature Group
Extreme marathons stop off point	Sale of fashion
NNPA	

Table 4: Regular type of use but multiple hirers

Charity fundraising events of various types and at various times of day	Public entertainment: concerts, dances, plays, etc.
	Weddings, funerals
Children's and adults' parties	

Table 5: One-off occasional use

Northumbrian Water	Local veterinary practices
Forestry Commission	Coquet Singers

Table 6: Use by the Trustees

Cinema (roughly fortnightly)	Fundraising quiz night
Committee meetings (10 evenings per year)	

TABLES OF STORAGE AREAS

Table 7: Substantial storage areas

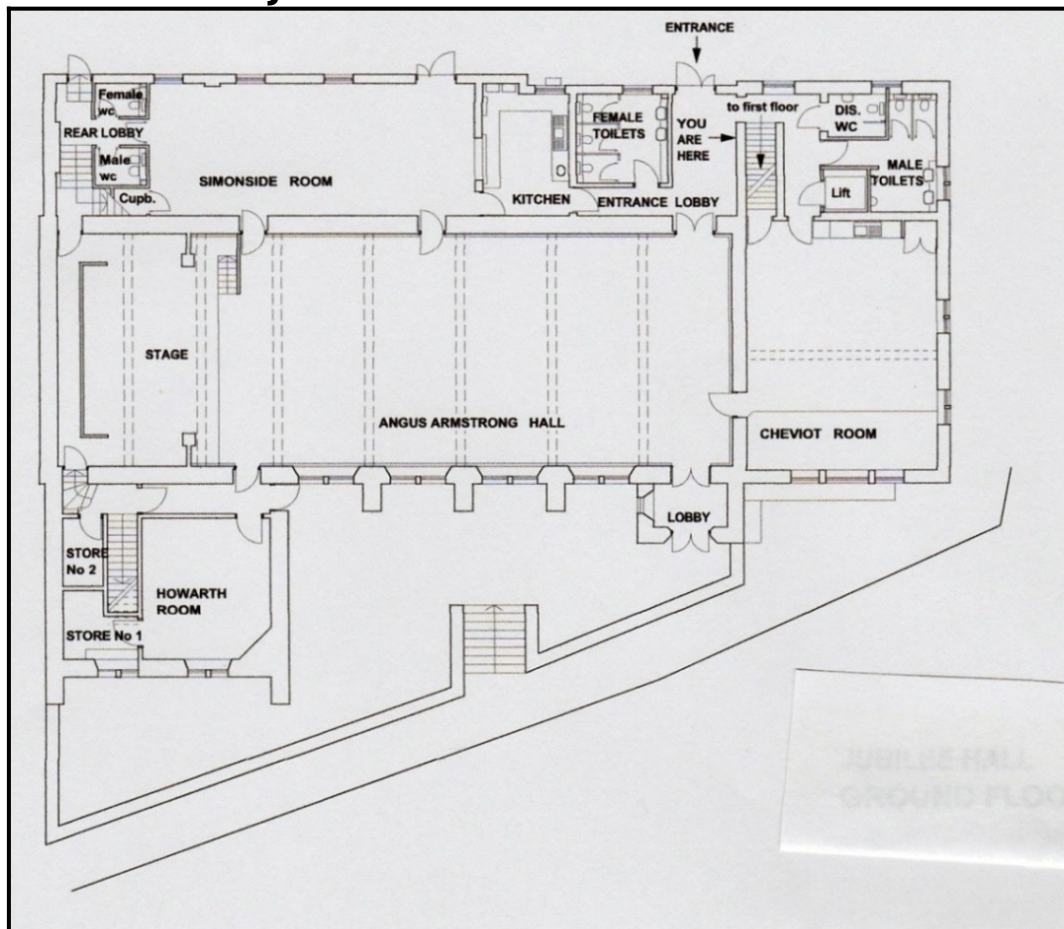
Floor	Storage area	Who uses this area for what?
Cellar	Cellar	Hall: Water meter, main stopcock. Hall: Trustees' and caretaker's storage on shelves.
Ground	Armstrong Hall under stage	<i>Left side:</i> Scout storage. <i>Centre:</i> Hall tables, staging, screens heated trolley <i>Right side:</i> CADS: scenery, paint
Ground	On stage	CADS: scenery, flats
Ground	Adjacent to stage	Hall: glass and drink store, polling booths, loudspeaker
Ground	Off Cheviot Room	Over 60s store
Ground	Off Simonside Room	Hall: kitchen store, freezer, electrical consumer units.
Ground	Howarth Room	Hall: Chairs.
Ground	Off Howarth Room	Hall: round tables, chairs, electricity meters.

First	Blaeberry Room	Hall: Chairs.
First	Off Coquetdale Room	Caretaker's store: cleaning materials, etc. Hall: Security camera monitors, door lock system control. Alncom Fibre Cabinet
First	In Coplsh Room	CADS store: musical instruments, etc.
First	In Debdon Room	Coquetdale Food Hub storage and distribution
First	Opposite Cragside Room	Scout store
Roof	Roof space	CADS: costumes Hall: Some long-term storage Hall: Electricity converters for solar panels

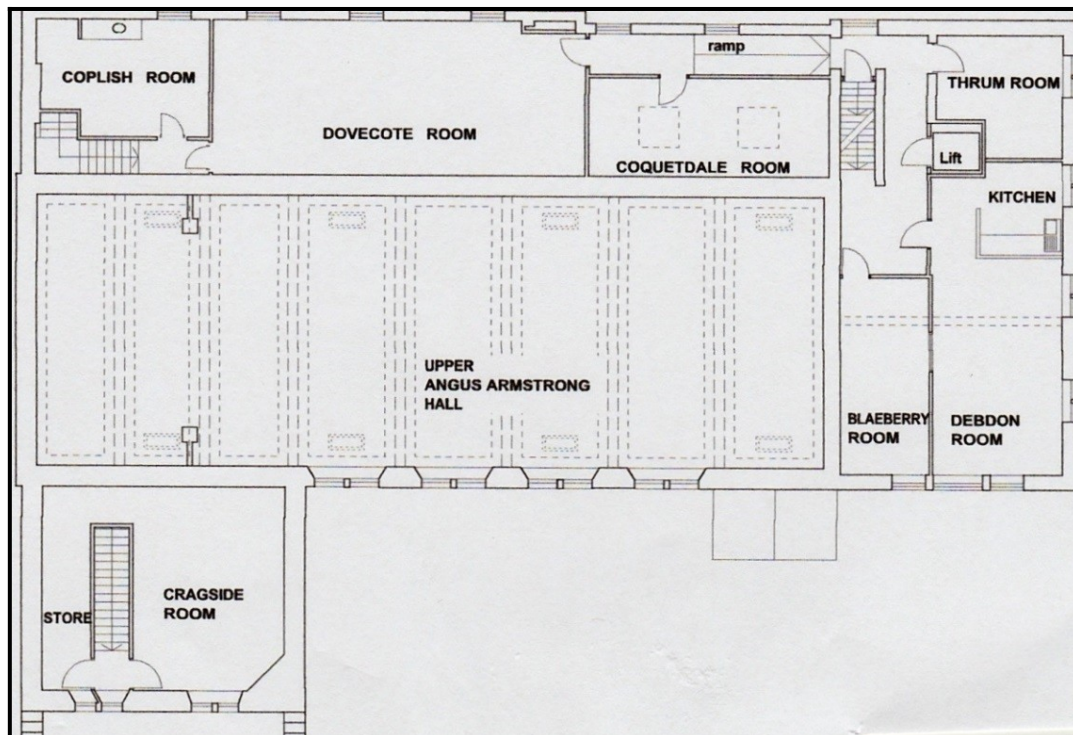
Table 8: Smaller storage cupboards

Floor	Room	Cupboards
Ground	Simonside Room	Available
Ground	Kitchen	Kitchen equipment. Gas meter and main tap. Gas boilers.
Ground	On stage	Metal cupboard for cinema equipment
First	Cragside Room	Cupboards owned by Wildlife trust, History Society and Pipe Band
First	Coquetdale Room	Trustees' cupboards
First	Dovecote Room	Projector / computer / cinema cupboard

Jubilee Hall Ground Floor Plan



Jubilee Hall First Floor Plan



3.4 Treasurer's Report for the Year ended 31 March 2023 (Shona Walker)

Treasurer's Report for the Financial Year Ended 31 March 2023

These accounts (attached) cover the period 1 April 2022 to 31 March 2023. They have been agreed by the Trustees, audited by an Independent Examiner and will be submitted to the Charity Commission. Our thanks again to Larry Lampert for carrying out the independent examination.

Trustees authorised to carry out online transactions are now Shona Walker, Pat Moloney and Christine Abbs, who are also cheque signatories.

The 2022/23 accounts reflect a near-return to what we think will be a more normal operating environment, with some previous groups falling away and new activities starting up. Our revenue deficit for the year was -£1635 (2021/22 -£1003), and the reduction in reserves was -£7544.70, (£-6690.04, including investment income.)

The reduction in reserves was almost entirely due to non-current expenditure and reflects improvements made to the building and its facilities. Contributions made by the Patrons of the Institute, and specific funding by the Coop have been allocated to these purposes:

- (c) New main entrance door, replacement gas boiler, floor scrubber (total £7.7k)
- (d) Final payments for our refurbishment project (£1.4k)

We have also been given grants to help with updating the hall to more environmentally sound standards (£11.2K to install LED lighting and warm-hub solutions).

In addition, we are hoping for further grants in order to refurbish our solar panels and handle our energy demands more closely.

This is a strong financial performance, given the level of price increases sustained but the overall impact has been a reduction in our cash balances. However, our reserves remain more than sufficient to see us through the current situation.

2023/24: Although it has been encouraging to see audiences and groups returning, we will have to acknowledge that 2023/24 will be another challenging year, with prices continue to rise and some of our fixed price contracts coming to an end. Our users and the community generally will also be hit by the cost of living hike, with the twin potential risks of reducing our income while placing greater demands. Room hire rates have been increased, but also cost of living rises hitting our users, and potentially our income. There might also be greater demands on us as a community center and Warm Hub. We are proud to support these initiatives, but they may have an impact on our revenue spend.

The Jubilee Institute Rothbury Registered Charity: 227913
Receipts and Payments Account for the year ended 31 March 2023

Revenue Account	2022/23	2021/22
	£	£
Income		
Room Hire	17,506	9,440
Cinema & Fundraising	5,074	3,606
Insurance & Utilities	315	272
Admin & Misc	518	17
Gift Aid & GASSD	726	702
Patrons Donations	1,834	1,903
Grants	11,200	14,843
Gifts & Donations	37	100
Income derived from Activities	37,209	30,882
Patrons Funding for Major Works	6,420	4,000
Net Transfers from Fundraising	1,348	1,900
Interest other accounts	25	21
Total Income	45,002	38,903
Expenditure		
Room Hire	0	1,664
Cinema & Fundraising	1,470	514
Insurance & Utilities	11,404	9,523
Admin & Misc	5,376	3,473
Gifts & Donations	50	
Land Registry	0	740
Maintenance: major	20,402	12,462
Maintenance: minor	6,076	7,506
Operating costs	44,778	35,881
Allocation to Patrons Account	1,834	1,903
Allocation of interest	25	21
Total Expenditure	46,637	37,805
Gen A/c Surplus/ (Deficit) for year	(1,635)	(1,003)
Movement on other Accounts		
Patrons A/c Income	1,834	
Patrons A/c Expend	6,420	
Patrons A/c change	(4,586)	
Fundraising A/c Income	13,700	
Fundraising A/c Expend	15,023	
Fundraising A/c Change	(1,323)	
Net Revenue Surplus/(Deficit) for year	(7,545)	(4,999)
Investment Income		
CCLA a/c Income	855	20
CCLA a/c Change	855	20
Net Surplus/(Deficit) for year	(6,690)	(4,979)

Balance Sheet for the year ended 31 March 2023

Cash at Bank & Investment Account			
Account	B/ fwd 05/ 04/ 2022	Movement	C/ fwd 31/ 03/ 23
	£	£	£
General	3,754	(1,635)	2,118
Patrons	13,372	(4,586)	8,786
Fundraising	5,387	(1,323)	4,064
CCLA	48,206	855	49,060
Total	70,718	(6,690)	64,028

4. SPECIFIC OBJECTIVES FOR 2023-24

These specific objectives are intended to be supplementary to the underlying overall objectives of maintaining the Jubilee Institute facilities, attracting and serving the community needs of Coquetdale through our users, and ensuring financial stability. They require confirmation by the new management committee of trustees for 2023-24 after election and are inevitably dependent upon available finance.

1. Publish the full history of the Rothbury Jubilee Institute in a format that will be readily accessible to the people of Coquetdale.
2. Continue with the replacement of the Hall lighting by LED lights.
3. Look to install an energy management system and consider replacing our time worn solar panels.
4. Look to apply for Hallmark 3 status.
5. Work with our newly acquired Warm Hub status to provide and enhance further services to the Community.

Report signed on behalf of the trustees.

Signature:

Name: Patrick Moloney
Position: Former Chair of Trustees
Date: 10th July 2023

Independent Examiner's Report

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 Charities 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.

Signed: *L. A. Lampert*

Date: *5th May 2023*

Name: *L. A. LAMPERT*

Sharon Walker

5 May 2023

SE WALKER

The Jubilee Institute Rothbury Registered Charity: 227913
Receipts and Payments Account for the year ended 31 March 2023

Revenue Account	2022/23	2021/22
	£	£
Income		
Room Hire	17,506	9,440
Cinema & Fundraising	5,074	3,606
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Gifts & Donations	50	
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Maintenance: major	20,402	12,462
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Gen A/c Surplus/ (Deficit) for year	(1,635)	(1,003)
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Balance Sheet for the year ended 31 March 2023

Cash at Bank & Investment Account			
Account	B/ fwd 05/04/2022	Movement	C/ fwd 31/03/23
	£	£	£
General	3,754	(1,635)	2,118
Patrons	13,372	(4,586)	8,786
Fundraising	5,387	(1,323)	4,064
CCLA	48,206	855	49,060
Total	70,718	(6,690)	64,028

Independent Examiner's Report

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- accounting records were not kept in accordance with section 130 of the Charities 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.

Signed: *L. A. Lampert*
Name: L. A. LAMPERT

Date: *5th May 2023*

Sharon Walker
SE WALKER

5 May 2023

THE JUBILEE INSTITUTE, ROTHBURY

England & Wales - Charity number 227913

Accounts



**The Queen's Award
for Voluntary Service**

JUBILEE INSTITUTE ROTHBURY

CHARITY No 227913

ANNUAL REPORT 2021-22



**Project Part-Financed
by the European Union**

**European Regional
Development Fund**

HALLMARK



a quality
standard scheme
for village halls

Hallmark 2 achieved

1. ADMINISTRATIVE DETAILS

1.1 Address Jubilee Institute
Bridge Street
Rothbury
Morpeth
Northumberland
NE65 7SD

1.2 Trustees during 2021-22

Pat Moloney	Chair and IT
John Lewis	Vice-chair & secretary
Heather Lister	Minutes secretary
Shona Walker	Treasurer
Christine Abbs	Invoicing treasurer
Margaret Blanshard	Services and inspections
Fred Bogyor	Secretary support
Ken Branson	Facilities management
Paul Cramman	Secretary support
Bill Gunn	Facilities support
Pat Lewis	Cinema services
Derek Wray	Social and history
Gwyneth Wray	Social and history

1.3 Employees

The charity has one paid employee, a part time caretaker and booking clerk.

1.4 Governing document

The governing document under which the charity operates is a Scheme (Trust Deed) adopted on 15th October 2009 prepared with the guidance of the Charity Commission. Title to the land and property covered by the Scheme is vested in the Official Custodian for Charities. The Scheme specifies that the trustees should be elected each year at the Annual General Meeting, and their number should be between 10 and 15. The trustees subsequently elect the chair, secretary, and treasurer from among their number. On appointment trustees are provided with copies of the Scheme and relevant Charity Commission guidance concerning their duties and responsibilities. Ten meetings of trustees are normally held each year. All trustee time is given voluntarily, and no trustee receives any remuneration or other financial benefit.

2. PURPOSE AND BACKGROUND

2.1 Object of the Charity

This is stated in the Scheme as follows:

The object of the charity is the provision and maintenance of the Jubilee Institute, Rothbury, for use by the inhabitants of the area of benefit without distinction of political, religious, or other opinions, including use for:

- (a) meetings, lectures, and classes; and
- (b) other forms of recreation and leisure-time occupation

with the object of improving the conditions of life for the inhabitants.

2.2 The Jubilee Institute, its use and financial support

The Jubilee Institute is a large building with a variety of rooms and facilities, ranging from the 250-seater Angus Armstrong Hall through three meeting rooms for up to 50 people down to several smaller rooms and storage areas. There is a kitchen and further kitchen facilities in two other rooms. The main hall has a stage, film projection and surround sound and another ground floor room has a large screen TV. The building is right at the centre of Rothbury and has provided a social centre for the area for many years. The premises are licensed for public entertainment and the licence also currently covers the sale of alcohol.

The main source of income comes from hiring rooms to individuals and organizations for a wide variety of purposes. All room hire is covered by contracts agreed between the trustees and the user or user group. Users with long-term contracts normally include the Scouts, a club for the over 60s, the Coquetdale Amateur Dramatic Society, and an RVS day care centre. Also, in normal times, there is a wide range of 20 to 30 other regular users covering such activities as Keep Fit, the study of local history, Council meetings, U3A sessions, a craft market, three cinema showings a month, music rehearsals, and wildlife and history study groups. Individual bookings include uses for wedding celebrations, music festivals, dances, parties, and local and national elections. Occasionally commercial organizations hire the facilities, but preference is always given to non-profit making organizations.

An invaluable degree of financial security to the affairs of the Jubilee Institute is provided by the Patrons Scheme through which local inhabitants make regular donations, often increased by Gift Aid. This allows the trustees to make improvements to the premises that would otherwise not be possible. The trustees also run social events of various types to raise funds. Grants for capital expenditure are obtained whenever possible. We are members of Give As You Live, an online purchasing system, through which online retailers such as Amazon and eBay, make donations to us as a nominated charity, as a percentage of the amount spent.

To help keep on top of this sometimes complex administration, the trustees receive regular advice on charitable operation from CAN (Community Action Northumberland) for which we are most grateful.

In 2009 the trustees received the Queen's Award for Voluntary Service. In 2011 the Jubilee Institute was awarded Hallmark 1 status, a quality standard scheme overseen by ACRE (Action with Communities in Rural England) that recognises effective management. This was successfully raised to Hallmark 2 status in 2017 and is to be reviewed shortly.

3. MANAGEMENT REPORTS FOR 2021-22

3.1 Activities and Progress (Pat Moloney)

This report covers the period April 2021-March 2022. The Financial Reporting Standard 102 requires that this report should show evidence of what the Rothbury Jubilee Institute is set up to do, how it does it, and what is achieved as a result of its work. Ultimately it is the users of the Hall, and the people of Coquetdale who must judge if we have met our purpose as set out in the Constitution (see Section 2.1 of this report: Object of the Charity). Despite the ongoing Covid-19 crisis I believe that the Hall has been managed well within the framework of restrictions laid down by central government, and the inevitable loss of income which occurred during this time.

The monthly management meetings have continued to be well supported by the thirteen Trustees, sometimes resorting to Zoom in order to meet our responsibilities, and to be able to consult and plan with each other as to the needs of the Institute.

Sadly, the two longest standing Trustees, John and Pat Lewis, are retiring this year after being involved in the running of the Institute since 2006. John has acted both as chair and vice chair, as well as taking on the not inconsiderable task of managing the administration. Pat has played a key role, both as Treasurer and cinema volunteer organiser. We wish them both well in this, their second retirement.

John has kindly agreed to stay on, temporarily, as a co-opted Trustee, in order for us to achieve the renewal of our Hallmark 2 accreditation. But long term, their combined knowledge and wise advice will be missed. Those who have worked closely with the Institute will recognise, and appreciate, just how much they have contributed to the smooth running of the establishment.

The other eleven Trustees have agreed to continue in their roles. We hope we will be joined by two new Trustees, giving us a healthy management group.

3.1.1 Objectives for 2021-2022

We continued to provide a safe environment in order that activities could continue within the Hall, once restrictions were eased. Usage picked up in September of last year with the reopening of the Friday night cinema. Other groups have gradually resumed, as confidence has returned.

Plans to refurbish the redundant Youth Project rooms had been put on hold. The Trustees were reluctant to commit any substantial monies to this project when income levels and possible hirers were unknown. It is hoped that this year will allow us to carry out the plans we made last year.

Efforts to write a full history of the Jubilee Institute have continued. Documentary and anecdotal evidence has been compiled, with use of the County Archives at Woodhorn being consulted.

The new doorway to the Institute from the lane was finally installed in April this year, after a 2 year wait. We hope this presents a more welcoming, appropriate entrance through what is the main thoroughfare to the building.

With the exception of some pointing work, the external and internal refurbishment is drawing to a conclusion. We have endeavoured to use local builders as much as possible, and our overall aim is to draw on the local area for any further works that might be needed.

3.1.2 Fund Raising and Other Events

Like many other similar organisations, we had to curtail our fundraising events. However, we did hold a quiz in April which was very successful, and the annual Duck Race returns next month.

The restart of the cinema is a very welcome contribution to our funds. Our Treasurer, Shona Walker, will highlight the income and expenditure over the preceding year.

Despite the substantial rise in the cost of fuel, and other commodities, the Trustees decided not to raise the cost of hiring any facilities in the Institute for this year, in order that usage could continue to rebuild after the shutdown. We would hope to maintain this approach, but rising costs may necessitate a rethink at some point.

3.1.3 News of Users and Use

Groups are gradually returning to the “Haar!” and there is no doubt that many have missed the opportunity for social interaction in a comfortable environment. We would hope that the previous booking levels will be restored in the ensuing months.

3.1.4 Maintenance and Improvement

Various works are ongoing or planned, despite the call on our resources. One of our two boilers was replaced as it was time expired. The other, older boiler will hopefully be replaced this year.

Work is being done on replacing energy inefficient lighting with more eco-friendly led lights. To refit the whole hall in one go would be uneconomic, so a rolling programme of replacement is being undertaken, as lights fail.

We will shortly be undergoing an energy assessment to see if there are other ways we can meet our energy efficiency requirements, as well as trying to keep down the substantial costs of heating and lighting such an old building.

Generally, the Hall is in good condition, in no small way due to the continued hard work put in by our caretaker, Fiona Foreman, to whom yet again we owe a large debt of thanks for the care and effort she puts into her responsibilities.

3.1.5 The Jubilee Hall and Community Interests

With the gradual reopening of the Hall, we have tried to balance the ongoing safety requirements following on from the pandemic, and the need for people to meet up again in a healthy environment. The Trustees have taken the view that people should follow the general guidelines laid down by the health authorities but that we would not be in a position to enforce regulations. On the whole, people have behaved responsibly. We, in turn, have tried to provide ample space for people to circulate safely, as well as such facilities as hand sanitizers etc.

3.1.6 Priorities and Objectives for the coming year

As we gradually learn to live with the social health issues of the last two years it is hoped that some kind of normality will return. With this in mind we will aim to:

1. Complete and display the full history of the Rothbury Jubilee Institute in a format that will be readily accessible to the people of Coquetdale.
2. Continue with the plans to refurbish the Youth Project rooms in consultation with potentially interested groups.
3. Complete an energy audit of the Jubilee Institute and implement any affordable improvements, including the replacement of the 18 (or more) year old boiler and LED lighting.
4. Finish the building works to the necessary standard.
5. Make appropriate use of digital systems to manage the facility e.g. the Cloud for administration.
6. Carry out a strategic review of expenditure, given the expected future financial stresses.
7. Undertake Hallmark 2 renewal.

3.2 Report on: Building Maintenance Work; Usage. (John Lewis & Christine Abbs)

3.2.1 Building Maintenance Work

This report follows up two matters referred to by the Chair in Section 3.1. The first one is the building maintenance project begun in 2019 with the assistance of Abode Chartered Surveyors. This was covered in detail in last year's annual report, so a summary of progress to date is sufficient here.

First, the repair work to stabilise the external and internal cracks in the north and west walls of the building is complete. They will now be resistant to further movement. Rotten windows in the Debdon room, Blaeberry room, and Angus Armstrong Hall have been repaired and the upstairs windows double glazed. A new modern entrance door has been installed in the side passageway. The rotting fire door further up the side passageway has been replaced. After this work it was necessary to make good internal and external decorations. A complete re-decoration has been undertaken externally. Internally, the opportunity was taken to install hard-wearing panelling in the side entrance lobby, and all affected areas have been re-decorated.

The building project will be complete when three remaining items have been done. First, the external stonework needs pointing; after some setbacks, local contractors have finally been appointed to carry this out later in the year. Secondly, the decorations around the newly installed side entrance need minor repair. Thirdly, at the time of writing, the side entrance lock and security system are not yet fully functional.

A further suggestion made by Abode was to register the title of the Jubilee Institute, a long overdue step. With the aid of solicitors, the work to do this has been carried out and our application is currently lodged with the Land Registry. We await their confirmation that it is done.

The cost of all this work, amounts to about £28,500, most of which has already been paid. Grants of about £6,800 were obtained to cover parts of this, leaving about £21,700 to be found from Jubilee Institute funds. This is a little over the original budget of £20,000, but includes improvement work not envisaged at the start.

In last year's report our failed attempts to remove a jackdaw's nest from the eaves were described, expressing the hope that success would follow the end of the nesting season. Well, we tried, but sharp eyes may have noticed that the jackdaws are currently winning the battle. We intend to try once again in the coming year, perhaps in conjunction with some gutter clearance and roof inspection.

3.2.2 Usage

For many years the trustees have presented a review of the use of the Jubilee Institute facilities to the AGM and in the Annual Report, to demonstrate that we are meeting the objectives of our constitution, and that we have spent grant money wisely and effectively. Generally, this review has included a comparison with the previous year or years. At last year's AGM no such review was appropriate because the use of our facilities was minimal during the pandemic. This year we have been in start-up mode and comparisons with previous years must be made cautiously. However, a summary of actual use during this very atypical year is clearly worth presenting in order to check that users are returning, and to gain a rough idea of the extent to which that is happening.

The tables below classify 2021-22 users in the same way as in previous Annual Reports, showing them classified by the extent of their use, starting with our most regular and frequent users. Table 1 shows the user groups who use the hall on a weekly basis for a significant part of the year. Table 2 also shows regular users, but those whose use is less than weekly. Table 3 shows repeat users whose pattern of use is annual or at long irregular intervals. Table 4 summarises activities that

regularly take place in the hall, such as charity fund-raising, parties and concerts, but where the hirers differ on most occasions. Table 5 completes the picture, showing the remaining one-off users. Table 6 shows the trustees own use of the hall for meetings and events.

A wide range of users has returned to the Jubilee Institute during the past year. The numbers of users falling into the categories listed in Tables 1 and 2 (regular use) have nearly returned to the level of earlier years, reflecting the fact that many clubs and societies with regular meetings have been simply waiting for the opportunity to re-start. However, losses include the 1st Coquetdale Guides, who have relocated to Thropton, and O’Neill Richmond Solicitors, a commercial letting. The Coquetdale Amateur Dramatic Society is running meetings again but were unable to stage a pantomime in February this year, a significant loss both socially and financially, but probably a temporary one. The users represented in Table 4 (use of a regular type) have also returned, demonstrating the resurgent desire of residents to enjoy parties and other social gatherings. However, there are fewer users shown in Table 3, which displays less frequent users and annual events. This is consistent with the degree of caution still surrounding occasional and avoidable meetings. It may also reflect the time taken to organise such events as the Music Festival and the Lent Lunches. It is to be hoped that such caution will gradually diminish as our experience teaches us that it is safe to return to former habits.

It should be noted that several organisations make use of stores, cupboards and rooms to store their equipment and other possessions. For completeness this use, which has not changed, is shown in Table 7 below. Following this Table, plans of the upstairs and downstairs layouts are provided for reference.

TABLES OF USERS ACCORDING TO EXTENT OF USE

Table 1: Weekly use for all or part of the year

2 nd Rothbury Scouts, Cubs and Beavers	Over 60s
A charity giving counselling	Northumberland County Council (assisting residents with CVs and job applications)
Age UK Keep Fit	
Chose to Lose (replaced Weight Watchers)	Rothbury Highland Pipe Band
Coquetdale Amateur Dramatic Society	Royal Voluntary Service Day Centre
Group studying the Life of Christ	Tae Kwon-do

Table 2: Regular and frequent use: fortnightly, monthly, quarterly or similar

Accordion Club	Rothbury Parish Council & Burial Committee
Accordion and Fiddle Group	U3A - Main meetings and committee meetings
History Society	U3A - Creative writing
Makers (Craft) Market	U3A - Discussion group
Northumberland National Park Auth	U3A – Art Appreciation
Rothbury Community Crisis Group (was Rothbury Flood Group)	U3A - Poetry
Rothbury Labour Party meetings	The Wildlife Trust

Table 3: Repeat but less frequent use: annual events, occasional bookings

Coquetdale League of Friends	NCC (public meetings, polling station, etc.)
Coquetdale Community Archaeology	Parish Council Cluster Group
Cycling drop-in	Rothbury Climate and Nature Group
Extreme marathons stop off point	Sale of fashion
Group hosting Chinese students	

Table 4: Regular type of use but multiple hirers

Charity fundraising events of various types and at various times of day	Public entertainment: concerts, dances, plays, etc. Weddings, funerals
Children's and adults' parties	

Table 5: One-off occasional use

Northumbrian Water	Local veterinary practices
Forestry Commission	Coquet Singers
Use of hall as emergency hub during Storm Arwen	Northumberland Communities Together (assisting Ukrainian refugees)

Table 6: Use by the Trustees

Cinema (roughly fortnightly)	Fundraising quiz night
Committee meetings (10 evenings per year)	

TABLES OF STORAGE AREAS

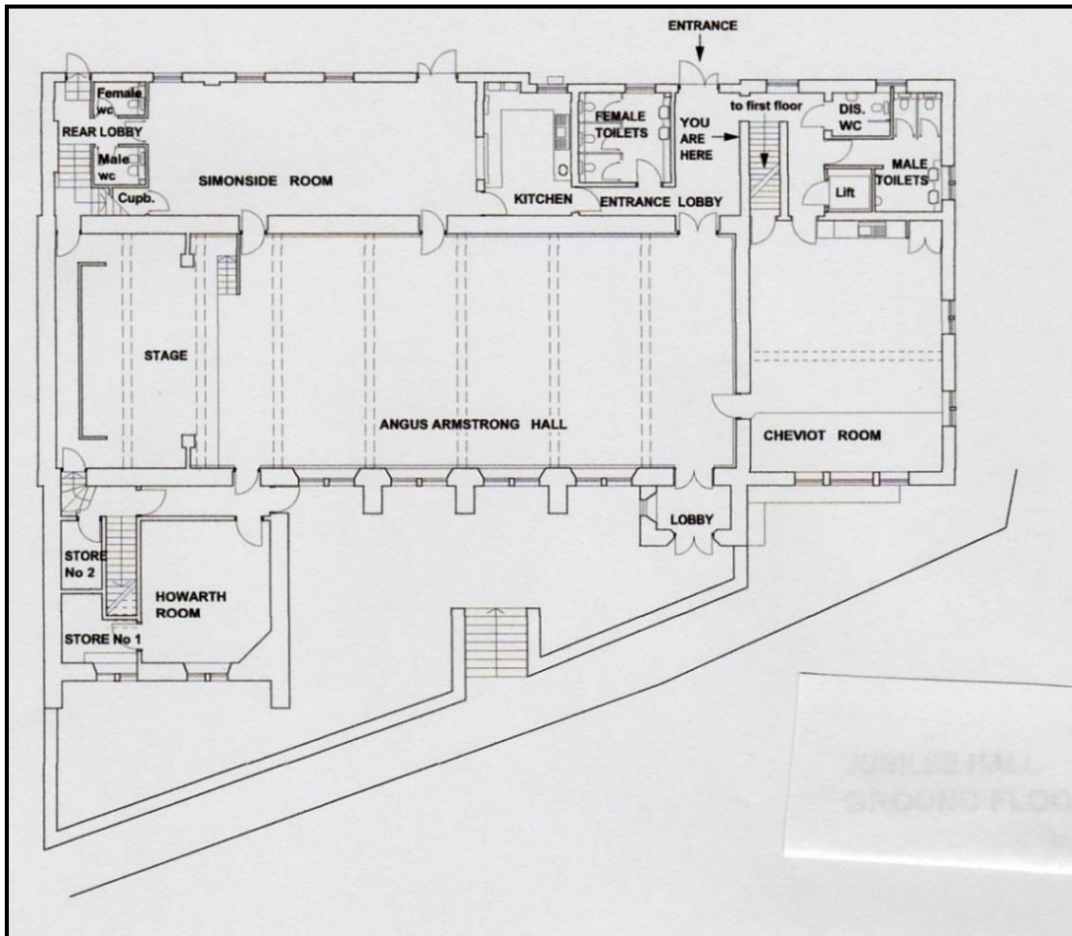
Table 7: Substantial storage areas

Floor	Storage area	Who uses this area for what?
Cellar	Cellar	Hall: Water meter, main stopcock. Hall: Trustees' and caretaker's storage on shelves.
Ground	Armstrong Hall under stage	<i>Left side:</i> Scout storage. <i>Centre:</i> Hall tables, staging, screens <i>Right side:</i> CADS: scenery, paint
Ground	On stage	CADS: scenery, flats
Ground	Adjacent to stage	Hall: glass and drink store, polling booths, loudspeaker
Ground	Off Cheviot Room	Over 60s store
Ground	Off Simonside Room	Hall: kitchen store, freezer, electrical consumer units.
Ground	Howarth Room	RVS: Heated trolley. Hall: Chairs.
Ground	Off Howarth Room	Hall: round tables, chairs, electricity meters.
First	Blaeberry Room	Hall: Chairs.
First	Off Coquetdale Room	Caretaker's store: cleaning materials, etc. Hall: Security camera monitors, door lock system control.
First	In Coplish Room	CADS store: musical instruments, etc.
First	Opposite Cragside Room	Scout store
Roof	Roof space	CADS: costumes Hall: Some long-term storage Hall: Electricity converters for solar panels

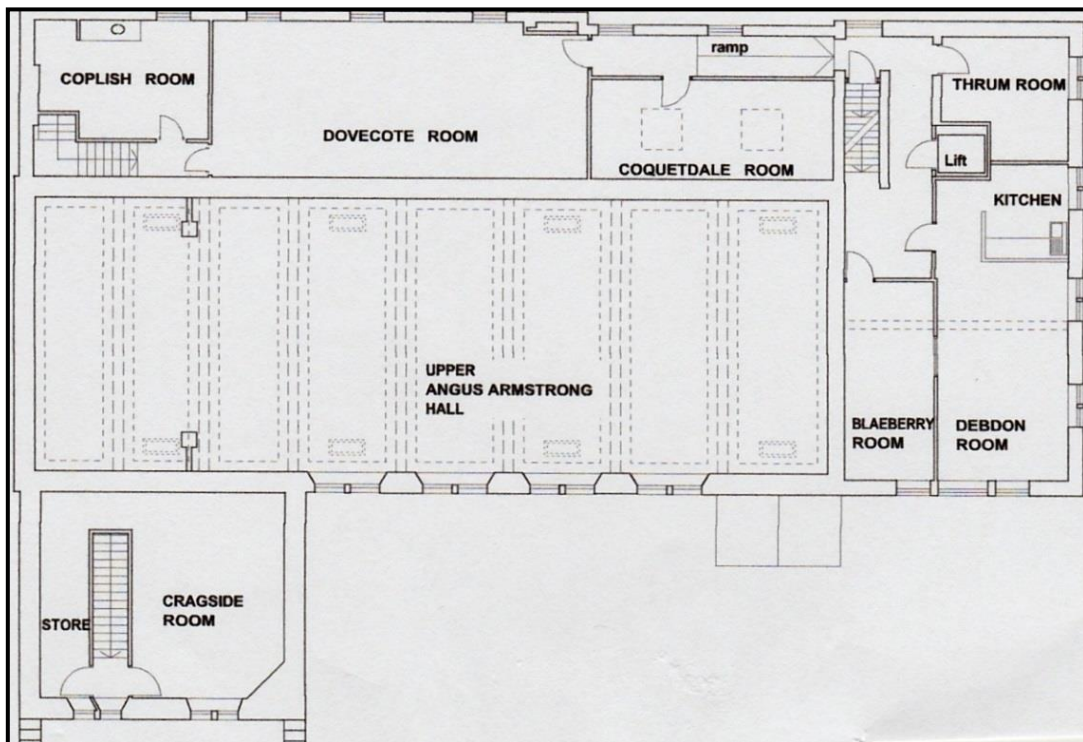
Table 8: Smaller storage cupboards

Floor	Room	Cupboards
Ground	Simonside Room	RVS cupboards; Guides cupboard.
Ground	Kitchen	Kitchen equipment. Gas meter and main tap. Gas boilers.
Ground	On stage	Metal cupboard for cinema equipment
First	Cragside Room	Cupboards owned by Wildlife trust, History Society and Pipe Band
First	Coquetdale Room	Trustees' cupboards
First	Dovecote Room	Projector / computer / cinema cupboard

Jubilee Hall Ground Floor Plan



Jubilee Hall First Floor Plan



3.3 Treasurer's Report for the Year ended 31 March 2022 (Shona Walker)

The accounts are shown on the next two pages.

These accounts cover the period 1 April 2021 to 31 March 2022. They have been agreed by the Trustees, audited by an Independent Examiner and will be submitted to the Charity Commission.

The outgoing Treasurer, John Rutherford, continued in his role into the 2022/23 financial year, when his responsibilities were taken over by Shona Walker. Trustees authorised to carry out online transactions are now Shona Walker and Christine Abbs, who are also cheque signatories on the Trust's bank accounts, with the addition of Pat Moloney and Ken Branson.

The Covid pandemic continued to affect the life of the village, and therefore the activities and finances of our village hall. The Jubilee Hall remained closed for part of the year, and restrictions and group preferences had a significant effect on revenue from room hire, Cinema and fundraising. Unfortunately, our major fixed costs, such as insurance and maintenance, continued to accrue and it is largely thanks to Covid-related grants through Northumberland County Council that our overall deficit was contained at £4979 (£1003 on our current account revenue spend).

Our Patrons continued to support the Institute, and £4000 from the accumulated fund was used to fund the major refurbishment project (now almost complete) which will benefit the village in the future. The Coop provided the balance of their community grant (£2033) which has also been applied to major works.

The overall financial impact has been a reduction in our cash balances. It has been encouraging to see that audiences and groups have been returning to the Cinema and other activities. We will however have to acknowledge that 2022/23 will be an even more challenging year than 2021/22, with increasing inflation hitting our costs hard, income still below pre-pandemic levels, and no Government bail-out grants likely.

On the positive side, some of the significant financial influences are, we hope, short term, and we are in the fortunate position that our reserves remain more than sufficient to cover any shortfall in this period. We will continue to look for opportunities to maximise effectiveness.

Receipts and Payments Account for the year ended 31 March 2022

2021/22		2020/21
General Account	£	£
Income		
Room Hire	9,440	1,553
Cinema & Fundraising	3,606	41
Insurance & Utilities	272	358
Admin & Misc	17	-
Gift Aid & GASSD	702	1,318
Patrons Donations	1,903	1,926
Grants	14,843	15,155
Gifts & Donations	100	-
Patrons Funding for Major Works	4,000	-
Transfers from Fundraising	4,000	-
Interest other accounts	21	
Total Income	38,903	20,350
Expenditure		
Room Hire	1,664	-
Cinema & Fundraising	514	-
Insurance & Utilities	9,523	6,497
Admin & Misc	3,473	2,764
Land Registry	740	-
Maintenance: major	12,462	8,215
Maintenance: minor	7,506	-
Transfers to Fundraising	2,100	-
Allocation to Patrons Account	1,903	1,926
Allocation of interest	21	
Total Expenditure	39,906	19,401
Gen A/c Surplus/ (Deficit) for year	(1,003)	949
Movement on other Accounts		
Patrons A/c Income	1,903	
Patrons A/c Expend	4,000	
Patrons A/c change	(2,097)	
Fundraising A/c Income	2,101	
Fundraising A/c Expend	4,000	
Fundraising A/c Change	(1,899)	
CCLA a/c Income	20	
CCLA a/c Change	20	
Net Surplus/(Deficit) for year	(4,979)	

Balance sheet for the year ended 31 March 2022

Net Current Assets: Cash at Bank

Account	B/fwd 04/04/2021	Movement in year	C/fwd 05/04/22
	£.p	£.p	£.p
General	4,756.43	(1,002.60)	3,753.83
Patrons	15,468.84	(2,097.20)	13,371.64
Fundraising	7,286.23	(1,899.21)	5,387.02
CCLA	48,185.07	20.48	48,205.55
Total	75,696.57	(4,978.53)	70,718.04

4. SPECIFIC OBJECTIVES FOR 2022-23

These specific objectives are intended to be supplementary to the underlying overall objectives of maintaining the Jubilee Institute facilities, attracting and serving the community needs of Coquetdale through our users, and ensuring financial stability. They require confirmation by the new management committee of trustees for 2022-23 after election and are inevitably dependent upon available finance.

1. Complete and display the full history of the Rothbury Jubilee Institute in a format that will be readily accessible to the people of Coquetdale.
2. Continue with the plans to refurbish the Youth Project rooms in consultation with potentially interested groups.
3. Complete an energy audit of the Jubilee Institute and implement any affordable improvements, including the replacement of the 18 (or more) year old boiler and LED lighting.
4. Make more use of digital systems, where appropriate, to manage the facility e.g. use of the Cloud for administration.
5. Carry out a strategic review of expenditure, given the expected future financial stresses.
6. Undertake Hallmark 2 renewal.

Report signed on behalf of the trustees.

Signature:

Name: Patrick Moloney

Position: Chair of Trustees

Date:

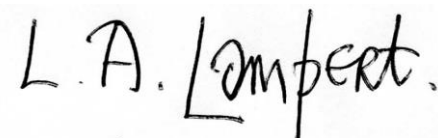
Attachment

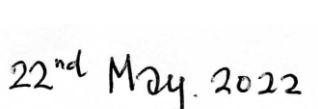
Independent Examiner's Report


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

- accounting records were not kept in accordance with section 130 of the Charities 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.

Signed: 

Dated: 

Name: 

March 2020: Mural painted by Joan Pattison in the Armstrong Hall



Late 1940s or 1950s: Drama in the Jubilee Hall

