



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 17/02/2023 Period start date
To 22/02/2024 Period end date

Charity name: Longframlington Memorial Hall

Charity registration number: 251952

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To be used for the purpose of lectures, concerts, dances, whist-drives and games and as a reading room or for auction sales or religious services or otherwise as a public Hall for the use and benefit of the inhabitants of the townships of Longframlington, Brinkburn High Ward and Brinkburn Low Ward.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Regular users: Art Groups (two separate groups) Baby & Toddler Group Badminton Club Bowls Club "Cuppa & Company" Warm Space Keep Fit (Mixed) Keep Fit (Women) Local History Society Northumbrian Pipers Group Quilters Group Women's Discussion Group Yoga The Hall is also hired for birthday parties, the Longframlington Show and other annual events. It hosts the village's annual Remembrance Day service and Parish Council (P.C.) meetings for both Longframlington P.C. and Brinkburn P.C. The Hall Trustees also arrange various fund-raising events such as craft fairs, musical evenings, quizzes and a ceilidh.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	To maximise public benefit, the Hall fees are kept low, and the Hall is available to hire from 09:00 to 22:00 every day.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Hall Committee does not make grants.
Policy on social investment including program related investment	Para 1.38	The Hall Committee does not make social investments.
Contribution made by volunteers	Para 1.38	It is run by a Management Committee (Hall Committee), comprised of volunteers who are elected at the Annual General Meeting (AGM). Additional volunteers help run community “Cuppa & Company” Warm Space sessions for several hours each week and help with fundraising efforts.
Other		-

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity’s work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The main achievements of the charity in 2023 were:</p> <ul style="list-style-type: none"> a) to install solar panels on the roof of the building, using a grant from Northern Powergrid. b) to complete putting procedures into place for various activities, such as health & safety, safeguarding etc. c) To run free “Cuppa & Company” Warm Space Sessions almost weekly, throughout the year. <p>These achievements support the continued operation of the Hall as an asset and resource for the local community.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Not applicable
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Performance of fundraising activities against objectives set	Para 1.41	Not applicable
Investment performance against objectives	Para 1.41	Not applicable
Other		Not applicable

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Income exceeded expenditure by £3,903.23</p> <p>The Hall benefitted from a grant of £20,000 from Northern Powergrid, for the installation of solar panels. These have significantly reduced the electricity costs.</p> <p>During the year 2023, the trustees raised £4,509 (profit) by running eight events to generate money for the Hall.</p> <p>At the end of 2023, the Hall's reserves stood at £29,714. Of this, £1,275 is insurance money reserved for hall carpet replacement, which will be carried out in 2024. This work could not be carried out until other repair work had been completed.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to cover future, expected expenditure, such as building maintenance.
Amount of reserves held	Para 1.22	£10,000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Income from hire of the Hall.</p> <p>Grants and donations from various bodies, such as Northern Powergrid.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	The main risk is expenditure exceeding income. The trustees are aware of this and run events to increase income. A backlog of maintenance is being addressed and there is still work to complete in 2024.
Other		Not applicable

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at a public meeting

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Not applicable
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Not applicable
Relationship with any related parties	Para 1.51	Not applicable
Other		Not applicable

Reference and Administrative details

Charity name	Longframlington Memorial Hall
Other name the charity uses	None
Registered charity number	251952
Charity's principal address	Memorial Hall Rothbury Road Longframlington, MORPETH NE65 8AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Simon Hadden	Chair	Whole year	-
2	Shirley Burnie	Secretary	Whole year	-
3	Ian Chapman	Commercial Planner	Whole year	-
4	Stephen Greenway	Funding Coordinator	Whole year	-
5	Jane Kartupelis	Vice Chair	Whole year	-
6	Geoff Osmond	Bookings Sec.	Whole year	-
7	Sylvia Taynton	Minutes Sec.	Whole year	-
8	Fiona Greenway	Treasurer	Started 17/02/2023	-
9	Emma Beal	Building Maintenance	Started 17/02/2023	-

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Title was transferred to the Official Custodian for Charities on 13/12/2022

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-	-	-

Name of chief executive or names of senior staff members (Optional information)

Not applicable

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

Not applicable

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Simon Graham Craster Hadden	Shirley June Burnie
Position (e.g. Secretary, Chair, etc.)	Chair	Secretary

Date 8th February 2024

Longframlington Memorial Hall
Receipts & Payments Account from 1/1/23 to 31/12/23

	£	£	Notes
Income			
Main Hall	£10,030.00		
Les Gibbon Room	£2,986.00		
Small Room	£0.00		
TV & Stand	£150.00		
Kitchen	£90.00		
Grassed area	£15.00		
Grants	£20,150.00		£20,000 from Northern Powergrid
Sundries	£493.59		
Alncom Electricity Usage	£1,686.00		May 2022 - October 2023. Income for Nov. - Dec. 2023 is expected in Jan. 2024.
Donations	£356.26		
Faulty Cheques	£108.00		This income was subsequently debited and replaced via new cheques. The replacement income is accounted under the relevant assignment (e.g. Main Hall)
Table Top Sale, Feb. 2023	£321.75		Including cash income (No expenditure incurred for this event)
Quiz, March 2023	£1,044.86		Including cash income
FiFi la Mer	£1,191.92		Including cash income
Craft Fair, July 2023	£859.66		Including cash income
Peter Pan	£273.96		Including cash income
Quiz, Autumn	£950.87		Including cash income
Ceilidh	£1,999.50		Including cash income
Craft Fair, Nov. 2023	£852.76		Including cash income
Race Night, Jan. 2024	£15.00		
General cash income	£92.00		Non-specific cash income during year
Interest on deposit account	£79.40		
Total income		£43,746.53	
Expenditure			
Waste Removal	£165.00		
Gardening / Window cleaning	£735.00		
Sundries	£130.00		
Electricity	£2,305.73		Payments from start of 2023
Oil	£2,488.53		
Water	£298.54		
Gas	£0.00		
Surveys & Tests	£335.00		
Insurance	£726.07		Large reduction compared to 2022
Cleaner Salary	£945.00		
Consumables	£309.54		
New Items	£1,842.52		
Repairs & Renewals	£4,969.10		Including: £470 for electrical work, £654 for central heating repairs, £534 fire alarm system repairs, £250 burglar alarm repairs, £1,750 window repairs
Hallmaster, PPL PRS & NCC Licences	£323.72		
Consultancy	£10.00		North Northumberland Village Halls
Drinks etc. added to stock (and not yet used)	£225.67		
Solar Installation	£20,940.00		
Income Repaid (Faulty Cheques)	£108.00		
Quiz, Spring	£275.03		Including cost of stock sold (£160.78)
Fifi La Mer	£810.93		Including cost of stock sold (£199.78)
Craft Fair, July 2023	£21.54		No refreshments sold out of stock
Peter Pan	£549.68		Including cost of stock sold (£89.57)
Quiz, Autumn	£261.18		Including cost of stock sold (£208.18)
Ceilidh	£1,049.32		Including cost of stock sold (£237.25) and reimbursement of two tickets (£30)
Craft Fair, Nov. 2023	£18.20		No refreshments sold out of stock
Total expenditure		£39,843.30	
Excess of Income over Expenditure		£3,903.23	

Longframlington Memorial Hall
Bank Reconciliation Sheet
1st January 2023 and 31st December 2023

Balances as at:	1st January 2023	31st December 2023
Lloyds Bank		
Current Account	£16,771.59	£20,610.33
Deposit Account	£9,024.99	£9,104.39
 Cash in Hand	 £14.91	 £0.00
 TOTAL	 <u>£25,811.49</u>	 <u>£29,714.72</u>
 Excess of Income over Expenditure	 £3,903.23	
	<u>£29,714.72</u>	<u>£29,714.72</u>

Longframlington Memorial Hall
Statement of Assets & Liabilities
as at Year End, 31st December 2023

		Note
<u>Assets retained for charity's own use</u>		
Village Hall Building	£639,000.00	A
Fixtures & Fittings	£18,000.00	B
	£657,000.00	
<u>Cash Funds</u>		
Current Account	£20,610.33	
Deposit Account	£9,104.39	
Petty Cash	£0.00	
Total Current Assets	£29,714.72	
<u>Liabilities</u>		
Trade creditors	£52.50	C
Ticket payments received	£15.00	D
Total Current Liabilities	£67.50	

Notes

A) The Hiscox Insurance Policy Number 8261321 includes Buildings Cover of £639,00. The policy additionally covers Contents, Loss of Income, Public Liability, Employers' Liability etc.

Longframlington Memorial Hall is registered at H.M. Land Registry under number ND103209. The title of the land is held by the Official Custodian for Charities on behalf of the charity known as Longframlington Memorial Hall, Registered Charity number 251952.

B) The Fixtures & Fittings have been properly maintained. Costs incurred for fittings have been reported in the accounts. The value of the Fixtures & Fittings is £18,000, as stated for the Buildings & Contents Insurance.

C) Cleaning costs


D) Ticket payments received for event in January 2024

Prepared by: **Simon Hadden**

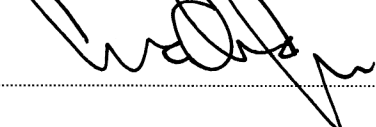
Digitally signed by Simon Hadden
DN: cn=Simon Hadden, c=GB,
o=Longframlington Memorial Hall,
email=hadden101@btinternet.com
Reason: I prepared the accounts and
this document.
Date: 2024.02.19 16:54:54

Two trustees to sign these three pages of accounts.

Signed by Trustee (1):

 19/02/24

Signed by Trustee (2):

 19/02/24



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Longframlington Memorial Hall

On accounts for the year
ended

31st December 2023

Charity no
(if any)

251952

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2023**.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

25 February 2024

Name:

ALAN MASON

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

Qualified with CIPFA in 1989 but not a member of the Institute since 2022.

Address:

9 Cheviot Lodge,
Longframlington, Morpeth
NE65 8BA.

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

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

No matters of concern.