



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2024		31	03	2025

Section A Reference and administration details

Charity name

Aldborough Community Centre

Other names charity is known by

N/A

Registered charity number (if any)

268101

Charity's principal address

The Green

Aldborough

Postcode

NR11 7AA

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	Diana Jupp	Chair		Trustees
2	Clive Rounce	Vice Chair		
3	Sarah Geere	Treasurer		
4	Karan Tipple			
5	Julie Geere-Wright			
6	Simon Thorogood			

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

Name	Dates acted if not for whole year
Aldborough Parish Council	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by adult members of the community at AGM

Additional governance issues (Optional information)

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

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

Section C Objectives and activities

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

The Governing document states that the purpose is to provide a '*village hall for the use of inhabitants of Aldborough and Thurgarton for meetings, lectures and classes and other forms of recreation and leisure-time occupation with the object of improving the condition of life for the said inhabitants*'

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Aldborough Community Centre was established as a Charitable Trust in 1971 and is registered under charity number 268101. It is governed by a deed of trust which has not been updated since 1971,

The Trustees (minimum of six required by the Governing Document) are responsible for management of the Community Centre and do so on a voluntary non-remuneration basis. They meet monthly and are responsible for decisions taken to run the community centre efficiently and effectively for public benefit.

All the Trustees are aware of the guidance provided by the Charity Commission and have been provided copies of the governing document and apply this understanding to carrying out all activities to facilitate use of the community centre by all users. Trustees have complied with their duty to 'have regard' to the Charity Commission public benefit guidance in exercising power and duties.

The Trustees consult twice per year with Representative Members (ie representative members appointed by groups which use the facilities on a regular basis) This consultation is intended to gather and act on feedback from regular users in order to improve operating protocols, improve efficiencies and meet their members needs.

The Trustees have undertaken a risk assessment which identifies potential risks and mitigation measures and is updated bi-annually and reviewed in monthly Trustee meetings.

The Trustees maintain Safeguarding Policy and have a trained Safeguarding focal point. They ensure all necessary licences for operating the facility are in place as well as third party liability insurance and updated terms and conditions for hire of the facilities.

The following is a summary of the activities undertaken for public benefit;

During the year 2024-25, Aldborough Community Centre hired facilities out

- i. to local groups providing regular fitness and wellbeing classes (yoga, Pilates, Extend exercise for older people, belly-dancing and zumba)
- ii. for wakes and parties
- iii. for classes e.g Spanish, Art Group
- iv. for fund raising events e.g. Cricket Club, Macmillan Cancer
- v. for annual pantomime and summer theatre productions by Aldborough Players,
- vi. for weekly Lunch Club and Village Christmas Lunch
- vii. for snooker club
- viii. for meetings of two Parish Councils (Aldborough & Thurgarton and Alby)
- ix. for meetings and AGMs for other community organisations (e.g, Allotment Committee, Village Fayre Committee, Roughton Book Group.)

The Centre itself maintained a drop-in Hub Café every Tuesday morning to create a space for people (especially older people) to meet; continued offering monthly afternoon Hub Talks which covered a wide variety of topics; continued with monthly Film Nights; continued monthly Youth Night for 10-14 year olds between Oct'24 and April'25;

Resource Room continues to provide facilities for public use such as printer/photocopier, computer, laminator for use by members of the

community. We continue to loan out wheelchairs and walkers to those in need without charge. We also have a book swap scheme.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Volunteers continue to be an essential element enabling the Centre to function and offer facilities for the public benefit (e.g Village Transport scheme) Volunteers run the Hub activities (Café, Talks) and the weekly Lunch Club. Volunteers do maintenance and fire equipment checks. Volunteers help with fund-raising events by helping with catering and those who have been trained operate the bar.

We now have a total of 64 volunteers listed who support the centre in different ways. At the AGM it was noted that although we have a lot of volunteers listed there are very few in the 30-50 age group, which is a cause for concern.

Summary of the main achievements of the charity during the year

Main achievements

As reported to the AGM (April 8th 2025), we continue to assure we have all the necessary licences and fulfil compliance obligations. All electrical equipment was PAT tested again this year.

We continue to employ a part-time Administrative assistant to help with bookings, invoicing and Hub activities.

New regular fitness and wellbeing activities have begun at the Centre including periodic Soundbaths and new yoga class.

We have had a successful fund-raising year with 100 Club, two new ventures (regular bingo nights and pie and mash nights) throughout the winter, Abba Drag Bingo in October, Swingtastic and another new idea, Pamper Day both in March. We held the first Village Harvest Supper for many years and facilitated a Seed Swap in February 2025. Both the Seed Swap and Pamper Day were so successful that these will be organized again in 2026.

Outside hire has increased this year and has included 7 parties (child, teen and adults), 3 wakes, Primary School fund raiser (bingo), Radio Fun fund raiser (x2), Pedal revolution cycle event ,School holiday drama club, Aldborough Players (panto & Murder on the Nile),Sound Bath (x2), Thinking Day (Brownies).

Youth Nights for 11-14 year olds continued with good participation and a variety of outside activity leaders (circus skills, canoeing, origami, theatre workshop)

Tuesday Hub Café and monthly Hub Talks have been established as regular and well-supported activities. The Centre continues to maintain a good relationship with the Primary School and involved them in presentations and sharing sessions with the Hub.

Hear for Norfolk which provides hearing and maintenance advice continues to provide services monthly at the centre.

Looking forward to 2025-26, we will focus on refurbishment of the hall to bring it up to date and increase its hire potential and actively support the Healthier Villages as one on two selected pilots in a new scheme initiated by North Norfolk District Council.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees agree to maintain sufficient reserves to cover future repairs and six months running costs.

Any other capital expenditure to improve facilities is carefully considered and funded alongside fundraising activities.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s) Dr Diana Jupp

Position (eg Secretary, Chair, etc)

Chair

Date

24/01/26



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire	9,652	-	-	9,652	-
Bar Sales	13,420	-	-	13,420	-
Fundraising	3,646	-	-	3,646	-
100 Club	3,960	-	-	3,960	-
Regular Groups Hub Plus & Youth	2,498	-	-	2,498	-
Donations	918	-	-	918	-
Interest Received	787	-	-	787	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,881	-	-	34,881	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,881	-	-	34,881	-
A3 Payments					
Bar	6,012	-	-	6,012	-
Fundraising	1,315	-	-	1,315	-
100 Club	2,783	-	-	2,783	-
Regular Groups Hub Plus	2,151	-	-	2,151	-
Electricity	1,539	-	-	1,539	-
Heating Oil	2,016	-	-	2,016	-
Water	813	-	-	813	-
NNDC	1,113	-	-	1,113	-
BT	695	-	-	695	-
Insurance	1,224	-	-	1,224	-
Fire Alarm Checks	1,129	-	-	1,129	-
Repairs/Maintenance Shutters Grounds	2,069	-	-	2,069	-
Website Printing	838	-	-	838	-
PRS/PPL & Licences	1,066	-	-	1,066	-
Cleaning & Admin	6,225	-	-	6,225	-
General Expenses	288	-	-	288	-
	-	-	-	-	-
Sub total	31,276	-	-	31,276	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	31,276	-	-	31,276	-
Net of receipts/(payments)	3,605	-	-	3,605	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	3,605	-	-	3,605	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	1,839	-	-
	Reserve Account	16,051	-	-
		-	-	-
	Total cash funds	17,890	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	