

**J N FEAR'S INSTITUTE AND ENDOWMENT  
TRUSTEES' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2025**



Tony Dicker Ltd

## **J N Fear's Institute and Endowment Contents**

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# **J N Fear's Institute and Endowment**

## **Trustees' Report For The Year Ended 30 June 2025**

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The trustees present their report and the financial statements for the year ended 30 June 2025.

### **Objectives and Activities**

#### **Aims and Objectives**

The Will under which the charity was set up requires that the Hall be used to benefit local people. It is let to a wide variety of organizations and groups with preference being given to community organizations and societies, who can apply to become Affiliated Members and receive discounted hire rates and the opportunity to take part in the management of the premises. Public sector and charities are regular hirers as are small businesses such as dance schools. The Will explicitly precludes letting to political organizations and it is the policy of the trustees not to let to users whose activities might be in direct competition with local businesses having premises nearby.

#### **Operation**

The Institute operates under the name "Fear Hall" for day-to-day purposes and is a well-known venue within the town of Keynsham. Although there are several other halls and sets of rooms for hire nearby, many affiliated organizations and other users have been customers for many years and there is no difficulty in attracting a sufficient number of hirers. Other than maintaining the web-site, no marketing is necessary and the main operational activities are managing bookings and associated income, and cleaning & caretaking activities.

Physical activities, ie cleaning, repairs and maintenance, are carried out by paid professionals but all the administrative, management and finance roles involved in running the Hall are undertaken by volunteers, without whom we could not operate. The key roles are Booking Secretary, Treasurer and Payroll Administrator.

#### **Volunteers**

The charity is dependent on volunteers. The Trustees wish to record their appreciation of all the work put in by the members of the Management Committee, some of whom contribute substantial amounts of time and effort, particularly in respect of managing the bookings, income, payments & purchases, payroll and the planning of improvement works.

#### **Public Benefit**

During the report year the Fear Hall provided accommodation for a total of 1,599 activity sessions (previous year - 1,580) – probably the highest number ever. There were 32 bookings for private parties and some to private groups but the great majority of bookings were for exercise, health, indoor sports and dance classes open to the public through the various organising groups, both affiliated and independent. Regular use by a local church group continued and contributed a significant number of weekend bookings. The public benefit provided by the Fear Hall to the local population was therefore substantial.

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

### **Achievements and Performance**

#### **Main Achievements**

##### **Overall Review of the Year**

The year 2024/25 saw the hall utilized at a slightly higher level than the previous year, possibly busier than ever before. It was not necessary to increase hire rates again, so our rates are competitive with other nearby venues.

Day-to-day operation and management has continued without any changes to personnel and is efficient, giving a good service to our member organizations and other users.

During the year the major project to replace the tiling of the main hall roof with associated works was successfully completed. With a total cost of some £60,000 this meant that for a second year the charity's overall finances were in deficit.

### **Financial Review**

# **J N Fear's Institute and Endowment Trustees' Report (continued) For The Year Ended 30 June 2025**

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## **Financial Position**

The charity obtains all its income from hire fees (apart from occasional restricted grants) so is not involved in any fundraising activities. It does not initiate or run any activities but merely provides a venue for others; the only expenditure incurred is therefore that associated with running, maintaining and improving the premises.

Besides its ownership of the Hall the only assets of the Charity are the funds held in current and savings accounts and one financial investment comprising 3,192 Income Units with the COIF Charities Investment Fund. This investment generates income, received quarterly, and paid into the current account. The charity continued to hold a prudent amount of savings in a notice account with Redwood Bank.

The Charity does not have a formal Reserves Policy but aims to have a total financial reserve of about £50,000 to provide a contingency to cover an unforeseen problem of significant scale with the building – as has happened with the major roof repair. It is the trustees' intention to retain surpluses to return this reserve to a healthy figure.

## **Review of the Year**

The balance of general income and running costs of the hall during the year has been satisfactory. Income from lettings increased by 5.6% to a new high of £45,005, although costs – excluding improvement works – increased by about 25% to £22,522. This increase was due largely to a doubling of Repair & Maintenance expenditure to £7,341 (details below). Expenditure of £1,124 on legal costs was incurred in the appointment of the new trustee and transfer of ownership of the hall to the Official Custodian to reduce future fees. This latter work had not been completed at the year end.

A net transfer of £20,000 was made from the savings account to fund the roof project. As a result of this major item of expenditure, the overall financial position for the year 2024/2025 is a net deficit on charitable activities of £11,479 compared to a net deficit of £16,664 the previous year.

## **Building Maintenance and Improvements**

Expenditure on the major work of retiling the main hall roof was spread about equally over the two financial years 2023/2024 and 2024/2025. The work was substantially completed at the end of July 2024 with an outturn cost of £60,071.

Major items of maintenance work during the year comprised the fitting of a new lock to the front door to comply with insurance requirements at a cost of £703, installation of two CCTV cameras at a cost of £1,235, re-sanding and varnishing of all three wooden floors at a total cost of £2,256 and replacement of the lights in the Jubilee Lounge at a cost of £612.

## **Assets**

At 30th June 2025 the assets of the charity comprised:

1. Ownership of the Fear Hall land, building and fittings at 30, High Street, Keynsham
2. Cash held in current and savings bank accounts to a total of £57,859.98.
3. Investment fund COIF valued at £61,970.76.

## **FUTURE PLANS**

In the next financial year it is intended to refresh and upgrade the upstairs dance studio, which has not been redecorated for many years.

## **Structure, Governance and Management**

### **Governing Document**

#### **Governance and trustees**

The Charity is based on the trust set up by the will of the late John Nelson Fear who died in 1917. His legacy included an endowment fund to be used to build a hall for the benefit and enjoyment of local people. The Hall was completed in 1937 and has been owned and used for its intended purpose ever since, although the facilities and method of operation have varied to suit changing requirements and circumstances.

The Hall comprises several rooms for use by local organizations who pay hire fees on the basis of usage to cover the running costs, with any surplus retained to cover items of major expenditure and improvements.

The original governing document names five trustees. Successors have been appointed over the years and in 2024/25 these were as listed in this report, with one change during the year. Trustees normally serve until they decide to stand down. Replacements are appointed by the remaining trustees after suitable consideration and checks; they are usually volunteers who have represented one of the affiliated bodies or have already served on the Management Committee.

#### **Management Committee**

In accordance with the terms of the Will Trust, the Institute is run by the trustees and representatives of user organizations, so the principal decision-making body is a Management Committee made up of the trustees plus volunteers and representatives of affiliated organizations. This Committee is responsible for the day-to-day running of the Hall, for proposing any improvement projects and for managing the implementation of such projects once approved.

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# **J N Fear's Institute and Endowment Trustees' Report (continued) For The Year Ended 30 June 2025**

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## **Governing Document - continued**

Members of the Committee are appointed at the Annual General Meeting. At the end of 2024/2025 the members of the Committee (in addition to trustees) were:

David Johnson – Secretary  
Tina Woodberry – Treasurer  
Debbie Harrison – Hall Manager  
Seth Bland – Bristol Revival Fellowship  
Pat Bennett – Keynsham Bridge Club  
Joe Tymkow – Keynsham Photographic Society  
William Mansfield – Keynsham Sequence Dance Club  
Mark Tanner – Keynsham Table Tennis Club  
Sue Halliday – T-Jive  
Lynne Chichester – Fear Short Mat Bowls Club  
Jill Greenslade – St Keyna Townswomen's Guild

## **Affiliated Members**

The Constitution of the Fear Hall aims to foster the involvement of user organizations in the management of the premises. Representatives of all Affiliated Groups are invited to the quarterly meetings of the Management Committee and encouraged to take an active part in the practical aspects of running the Hall.

At the end of the year the following organizations had Affiliate status:

Bristol Revival Fellowship  
Keynsham Bridge Club  
Keynsham Photographic Society  
Keynsham Sequence Dance Club  
Keynsham Table Tennis Club  
Keynsham & Saltford Local History Society  
Rotary Club of Keynsham  
Fear Short Mat Bowls Club  
St Keyna Townswomen's Guild  
T-Jive

## **Risk management**

The trustees recognise that they have a duty to identify the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risk assessments have been undertaken for the principal operational risks and appropriate control measures implemented. The charity's Finance Policies and Procedures covering Expenditure Controls and Income Management were reviewed by trustees in April 2025.

## **Reference and Administrative Details**

### **Trustees**

Mrs P Veale  
Mr D Veale (resigned 03/06/2025)  
Mr N James  
Mr I Gambrell  
Mr R Dyson  
Mr T Oswald (appointed 03/06/2025)

### **Charity Number**

304566

### **Principal Address**

31 Windrush Road  
Keynsham  
Bristol  
BS31 1QN

### **Independent Examiner**

Mr A R Dicker FCA Chartered Accountant  
Tony Dicker Ltd

**J N Fear's Institute and Endowment  
Trustees' Report (continued)  
For The Year Ended 30 June 2025**

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29 Courtenay Road  
Keynsham  
Bristol  
BS31 1JU

**J N Fear's Institute and Endowment  
Trustees' Report (continued)  
For The Year Ended 30 June 2025**

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**Other Information**

**Additional Note**

More information on the Fear Hall including full details of rooms and facilities, hire rates and a live booking diary can be found on our website at <http://www.fearhallkeynsham.org.uk>  
Alternatively, the Bookings Secretary can be contacted on 01761 451249 or email [bookings@fearhallkeynsham.org.uk](mailto:bookings@fearhallkeynsham.org.uk)  
General enquiries should be directed to the contact address given above.

The trustees' report was approved by the board of trustees and signed on its behalf by:

A handwritten signature in blue ink that reads "Richard Dyson". The signature is written in a cursive style and is underlined with a single horizontal stroke.

Mr R Dyson

Trustee

23/02/2026

**J N Fear's Institute and Endowment**  
**Independent Examiner's Report to the Trustees of J N Fear's Institute and Endowment**  
**For The Year Ended 30 June 2025**

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I report to the trustees on my examination of the accounts of J N Fear's Institute and Endowment (the Trust) for the year ended 30 June 2025.

**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 in connection with the examination giving me cause to believe that in any material respect:

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

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

*A R Dicker*

Mr A R Dicker FCA Chartered Accountant

23/02/2026  
29 Courtenay Road  
Keynsham  
Bristol  
BS31 1JU



**J N Fear's Institute and Endowment  
Statement of Financial Activities  
For The Year Ended 30 June 2025**


		<b>2025</b>	<b>2024</b>
		<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENTS FROM:</b>			
Charitable activities:			
Charitable Activities		46,061	43,566
Investments	<b>3</b>	3,412	1,746
Other	<b>4</b>	(2,960)	4,969
		<hr/> 46,513	<hr/> 50,281
<b>EXPENDITURE ON:</b>			
Charitable activities:	<b>5</b>		
Charitable Activities		(57,540)	(60,230)
<b>NET EXPENDITURE</b>		<hr/> (11,027)	<hr/> (9,949)
<b>NET MOVEMENT IN FUNDS</b>		<hr/> (11,027)	<hr/> (9,949)
<b>RECONCILIATION OF FUNDS:</b>			
Total funds brought forward		<hr/> 136,357	<hr/> 146,306
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>10</b>	<hr/> <hr/> 125,330	<hr/> <hr/> 136,357

The notes on pages 9 to 11 form part of these financial statements.

**J N Fear's Institute and Endowment**  
**Statement of Financial Position**  
**As At 30 June 2025**

		2025	2024
		Unrestricted	Total
	Notes	funds	funds
		£	£
<b>FIXED ASSETS</b>			
Tangible Assets	<b>8</b>	5,500	5,500
		<u>5,500</u>	<u>5,500</u>
<b>CURRENT ASSETS</b>			
Investments	<b>9</b>	61,971	64,931
Cash at bank and in hand		57,859	65,926
		<u>119,830</u>	<u>130,857</u>
<b>NET CURRENT ASSETS (LIABILITIES)</b>		<u>119,830</u>	<u>130,857</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>125,330</u>	<u>136,357</u>
<b>NET ASSETS</b>		<u>125,330</u>	<u>136,357</u>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted Funds		<u>125,330</u>	<u>136,357</u>
<b>TOTAL FUNDS</b>	<b>10</b>	<u>125,330</u>	<u>136,357</u>

On behalf of the board



Mr R Dyson

Trustee

23/02/2026

The notes on pages 9 to 11 form part of these financial statements.

# J N Fear's Institute and Endowment

## Notes to the Financial Statements

### For The Year Ended 30 June 2025

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#### 1. General Information

J N Fear's Institute and Endowment is an unincorporated charity registered with the Charity Commission, registered charity number 304566. The principal address is 31 Windrush Road, Keynsham, Bristol, BS31 1QN.

#### 2. Accounting Policies

##### 2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

##### 2.2. Incoming Resources

All income is recognised in the Statement of Financial Activities once the charity has received the funds.

##### 2.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold

No depreciation is provided , see also note 8

##### 2.4. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

#### 3. Investment Income

2025	2024
Unrestricted funds	Unrestricted funds
£	£
3,412	1,746

Other interest receivable

#### 4. Other Income

2025	2024
Unrestricted funds	Unrestricted funds
£	£
(2,960)	4,969

Change in value of COIF Units

**J N Fear's Institute and Endowment**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 30 June 2025**

**5. Analysis of Expenditure**

	<b>2025</b>
	<b>Support costs</b>
	(see note 6 )
	<b>£</b>
Charitable Activities	57,540
	<hr/>
	<b>2024</b>
	<b>Support costs</b>
	(see note 6 )
	<b>£</b>
Charitable Activities	60,230
	<hr/>

**6. Support Costs**

	<b>2025</b>
	<b>Charitable Activities</b>
	<b>£</b>
Premises expenses	48,246
General administration	9,294
	<hr/>
	57,540
	<hr/>
	<b>2024</b>
	<b>Charitable Activities</b>
	<b>£</b>
Premises expenses	55,943
General administration	4,287
	<hr/>
	60,230
	<hr/>

**7. Average Number of Employees**

Average number of employees during the year was: 2 (2024: 2)

**8. Tangible Assets**

	<b>Land &amp; Property Freehold</b>
	<b>£</b>
<b>Cost</b>	
As at 1 July 2024	5,500
As at 30 June 2025	<hr/>
	5,500
	<hr/>
<b>Net Book Value</b>	
As at 30 June 2025	5,500
As at 1 July 2024	<hr/>
	5,500
	<hr/>

**J N Fear's Institute and Endowment**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 30 June 2025**

The original cost of the hall as referred to in the Trustee's report was £5,500.

A recent estimate of the rebuild cost of the hall is £1,300,000 in the event of a total loss through fire or other unforeseen circumstances.

The Trustees do not consider the costs of a formal valuation to be justified but estimate the current sale value of the property to be in the region of £800,000 based on similar properties in the High Street.

**9. Current Asset Investments**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Unlisted investments	61,971	64,931

The charity holds 3,192 COIF Income Units which at the year end were valued at £61,971 (2024 £65,931)

**10. Movement in Funds**

	<b>As at 1 July 2024</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 30 June 2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General:				
General unrestricted fund	136,357	46,513	(57,540)	125,330
<b>Total funds</b>	136,357	46,513	(57,540)	125,330

	<b>As at 1 July 2023</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 30 June 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General:				
General unrestricted fund	146,306	50,281	(60,230)	136,357
<b>Total funds</b>	146,306	50,281	(60,230)	136,357

**11. Transactions with Trustees**

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

During the year the expenses reimbursed to the trustees or paid directly to third parties were as follows:

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Other Expenses	65	61

Number of trustees reimbursed for expenses during the year was 1 (2024: 1)

**12. Related Party Disclosures**

There have been no related party transactions in the reporting period that require disclosure, except for those disclosed in the Transactions with Trustees note.

**J N Fear's Institute and Endowment  
Detailed Statement of Financial Activities  
For The Year Ended 30 June 2025**

	<b>2025</b>	<b>2024</b>
	<b>Total funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENTS FROM:</b>		
<b>Charitable Activities:</b>		
<b>Charitable Activities</b>		
Hire of Hall	45,005	42,642
Membership fees	484	440
Cupboard fees	572	484
	<u>46,061</u>	<u>43,566</u>
<b>Investments</b>		
COIF Income units and interest received	3,412	1,746
	<u>3,412</u>	<u>1,746</u>
<b>Other</b>		
Change in value of COIF Units	(2,960)	4,969
	<u>(2,960)</u>	<u>4,969</u>
	<u>46,513</u>	<u>50,281</u>
<b>EXPENDITURE ON:</b>		
<b>Charitable Activities:</b>		
<b>Charitable Activities</b>		
Electricity, gas and wifi	(4,559)	(5,154)
Water rates	(559)	(521)
Improvement works	(31,018)	(39,106)
Cleaning and caretaker	(10,075)	(9,489)
Insurance and licences	(2,035)	(1,673)
Repairs, renewals and maintenance	(7,341)	(3,686)
Printing, postage and stationery	(65)	(61)
Sundry expenses	(1,888)	(540)
	<u>(57,540)</u>	<u>(60,230)</u>
	<u>(57,540)</u>	<u>(60,230)</u>
<b>NET EXPENDITURE</b>	<u>(11,027)</u>	<u>(9,949)</u>



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