

LINGDALE VILLAGE HALL

England & Wales · Charity number 510532

Details

Other names	LINGDALE VILLAGE HALL ASSOCIATION
Status	Registered
Legal form	Other
Registered	1980-10-03
Register	View on the Charity Commission register

Contact

Address
Lingdale Village Hall Association
Village Hall
Meadow Dale Court
Lingdale
Saltburn-By-The-Sea
TS12 3HF

Phone 01287659908

Email office@lockwoodpc.co.uk

Website www.lockwoodpc.co.uk

Activities

Objects: FOR THE USE OF THE INHABITANTS OF THE PARISH OF LINGDALE IN THE COUNTY OF CLEVELAND WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR MEETINGS, LECTURES, CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Social groups - BingoFitness and exercise classesDog obedience and socialisation classesArt classesPrivate partiesMeeting room hire

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Amateur Sport
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** PARISH OF LINGDALE
- Redcar And Cleveland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£44,975	£37,887	-	-
2024-03-31	£30,100	£19,400	-	-
2023-03-31	£28,315	£53,597	-	-
2022-03-31	£43,352	£5,268	-	-
2021-03-31	£16,685	£2,163	-	-

Trustees

Name	Role	Appointed
Lockwood Parish Council		2016-06-22

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1/04/2024**
Period end date

Period start date To **31/03/2025**

Charity name: Lingdale Village Hall

Charity registration number: 510532

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's objects ('the objects') are to manage the village hall for the use of the inhabitants of the village of Lingdale in the civil Parish of Lockwood in the Borough of Redcar and Cleveland without distinction of political religious or other opinions including use for meetings, lectures, classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
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	Hiring of the Village Hall to residents and other persons to meet the objects above.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Lingdale Village Hall accounts were presented and signed at the meeting 14th April 2025. Internal Audit was carried out by the Auditor on the 21st May 2025. The Audited accounts were presented on Monday 9th June 2025.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No Grants are made by Lingdale Village Hall.
Policy on social investment including program related investment	Para 1.38	No Social investment is made by Lingdale Village Hall.

Contribution made by volunteers	Para 1.38	Volunteers work to open and close the village hall for events and plan annual events. Maintenance and gardening work is undertaken. There are no significant contributions.
Other		None

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	The Village Hall has regular users who provide leisure and information services to the residents of Lockwood Parish. The Village Hall runs a warm space that normally runs every week with up to 40 people attending and receiving free breakfast and lunch, with ages ranging from babies to older residents. A range of leisure, craft, exercise and social activities are offered throughout the year.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Village started the year with £23,429.81. The 'in year' income was £44,974.91 and in year expenditure was £37,887.33. At the end of the year the Village Hall had £30,517.39. Grants of £18,967 were received.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Lingdale Village Hall would hold reserves to cover 6 months utilities, insurance, subscriptions and statutory maintenance.
Amount of reserves held	Para 1.22	£2520
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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	Hire of the village Hall and fund raising events held at the Village Hall throughout the year are the principal sources of funding. Regular Hires contributed 21.5%, Other Hires and one of events contributed 15.8% and Grants and other donations contributed 62.7%
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Rising utility costs mitigated by reducing costs, e.g removing external vents to reduce heat loss, renegotiation of utility contract.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Lockwood Parish Council is the sole Trustee of Lingdale Village Hall
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered Charity
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	Lockwood Parish Council provides the Trustees for the Management Committee consisting of 4 to 7 members.

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	Lockwood Parish Council has an induction process and handbook of information for new Councillors and they undertake regular training.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity management committee is made up of a Chair, Vice Chair and 4 to 7 Committee members from Lockwood Parish Council. The Clerk to Lockwood Parish Council provides financial administration.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Lingdale Village Hall
Other name the charity uses	N/A
Registered charity number	510532
Charity's principal address	Lingdale Village Hall Meadowdale Court Lingdale SALTBURN-BY-THE-SEA TS12 3HF

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	Anne Clayton	Chair		Lockwood Parish Council
2	Charlotte Leak	Vice Chair		Lockwood Parish Council
3	Alan Groves			Lockwood Parish Council
4	Tamara Mitchell			Lockwood Parish Council
5	Sarah Templeman			Lockwood Parish Council
6	Dawn Thompson			Lockwood Parish Council
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Corporate trustees – names of the directors at the date the report was approved

Director name		
Lockwood Parish Council		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Lingdale Village Hall Management Committee		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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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)		
Position (eg Secretary, Chair, etc)		
Date		

Lingdale Village Hall (Charity Number 510532)
Accounts for year to 31st March 2025

INCOME	Amount	EXPENDITURE	
Balances at 1st April 2024		Regular Expenses	
Current Account	£22,952.54	Gas	£1,410.21
Petty Cash Account	£477.27	Electric	£1,366.72
Cash in Hand	£0.00	Water	£410.61
		Bank Charges	£104.81
	£23,429.81	Warm Tuesday Catering	£3,496.55
Regular Users		Warm Tuesday Equipment	£74.02
Bank	£137.36		6,862.92
Lockwood Parish Council	£3,000.00		
Lingdale Community Art	£810.00		
Saturday Bingo Income	£1,241.00	Administration	
Saturday Bingo Rent	£1,708.00	Insurance	£424.82
Saturday Bingo Football Card	£250.00	Licenses + Membership Fees	£12.00
Lingdale Exercise	£570.00	Postage + Stationery	£0.00
Mind	£180.00	Other Admin	£225.00
Warm Tuesday Donations	£1,765.42		
			£661.82
	£9,661.78		
Seasonal Events		Events Seasonal	
Easter	£115.30	Easter	£514.92
Summer Holidays	£0.00	Summer holidays	£0.00
Halloween	£192.25	Halloween	£195.54
Christmas	£0.00	Christmas	£653.57
Football	£253.50	Remembrance Sunday	£0.00
	£561.05		1,364.03
Other Events		Other Events	
Arts & Crafts	£28.50	Football	£1,054.56
Games Night	£61.00	Arts & Crafts	£56.15
Lingdale Village Hall Events	£4,335.16	Village Hall	£2,679.80
Sponsored Events 1	£0.00	Games Night	£340.96
Sponsored Events 2	£0.00	Garden Grant	£2.10
		Sponsored Events 2	£0.00
	£4,424.66	Saturday Bingo	£749.64
		In Bloom Grants	£15.00
Other Users			£4,898.21
Private Hire	£1,567.50		
Corporate Hire	£572.50		
Government/Borough Council Hire	£0.00		
		Projects	
	£2,140.00	Kitchen	£0.00
Projects		Garden	£13,462.19
Kitchen	£0.00	Orchard	£8,756.27
Garden	£13,367.00		
Orchard	£8,921.00		£22,218.46
	£22,288.00	Premises	
Other		Cleaning	£53.92
Disposal of Assets	£0.00	Repairs + Maintenance	£1,827.97
Donations	£299.42		
Grants	£5,600.00		1,881.89
	£5,899.42		
	£44,974.91		
	£44,974.91		
	In Year Income	In Year Expenditure	37,887.33
	Total Income		
	£68,404.72		

TOTAL INCOME

I confirm that these accounts represent a true and accurate record.

Signed by J Bell

Position Parish Clerk, Lockwood Parish Council

Date

Balances at 31/03/2025

Current Account £29,977.31

Petty Cash Account £460.08

Cheque in hand **£80.00**

£30,517.39

Independent examiner's report to the trustees of Lindale Village Hall Trust

I report to the trustees on my examination of the accounts of the Lingdale Village Hall Trust (the Trust) for the year ended 31 March 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

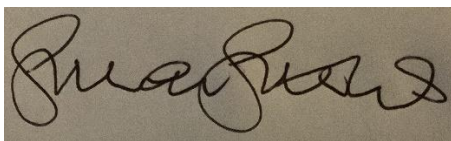
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

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

Signed:

A handwritten signature in black ink on a light-colored background. The signature is cursive and appears to read 'Gillian Gittins'.

Name: Gillian Gittins (CPFA retired)

Address: 2 Primrose Close, Guisborough TS14 8ED

Date: 29 July 2025

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2023 Period start date To 31st March 2024 Period end date

Charity name: LINGDALE VILLAGE HALL

Charity registration number: 510532

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's objects ('the objects') are to manage the village hall for the use of the inhabitants of the village of Lingdale in the civil parish of Lockwood in the Borough of Redcar and Cleveland without distinction of political religious or other opinions including use for meetings, lectures, classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
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	Hiring of the Village Hall to residents and other persons to meet the objects above
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Lingdale Village Hall Accounts were presented and signed at the meeting 15th April 2024. Internal Audit was carried out by Auditor on the 4th September 2024. Audited accounts will be presented at the Lockwood Parish Council meeting 24th September 2024

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No Grants are made by Lingdale Village Hall
Policy on social investment including program related	Para 1.38	No Social Investment is made by Lingdale Village Hall

Contribution made by volunteers	Para 1.38	Volunteers work to open and close the village hall for events and plan annual events. There are no significant contributions
Other		None

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	The Village Hall has regular users who provide leisure and information services to the Parish of Lockwood. The Village Hall also ran a family day for the Coronation weekend where over 100 children had lunch for free and Pensioners had afternoon tea. Residents from East Cleveland benefit from a range of leisure activities such as exercise, arts and crafts offered by the Village Hall. A range of School holiday activities are offered to the young people of the Parish.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Village Hall started the year with £12,801 following a total toilet refurb and other improvements in the previous year. It ended the year with £23429.81 following an upgrade to the Fire system and a new boiler. The in year income was 30,100.84 including grants of 12,990 most of which were to cover school holiday activities and the provision of a weekly Warm Space. The Village Hall accounts were checked by our Internal Auditor Gillian Gittins on 4th September 2024
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Lingdale Village Hall would hold reserves to cover 6 months utilities, Insurance, subscriptions and statutory maintenance
Amount of reserves held	Para 1.22	£2520
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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	Hire of the Village Hall and fund raising events held at the Village Hall throughout the year are the principle sources of funding. This year external grants contributed £12990
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Rising utility costs mitigated by reducing costs e.g LED lighting and new boiler.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Lockwood Parish Council is the sole Trustee of Lingdale Village Hall.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered Charity
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	Lockwood Parish Council provides the Trustees for the Management Committee consisting of 4 to 7 members.

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	Lockwood parish Council has an Induction process and Handbook for new Councillors and they undertake regular training.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity management committee is made up of a Chair, Vice Chair and 4 to 7 Committee members from Lockwood Parish Council. The Clerk to Lockwood Parish Council provides financial administration.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Lingdale Village Hall
Other name the charity uses	N/A
Registered charity number	510532
Charity's principal address	Lingdale Village Hall Meadowdale Court Lingdale TS12 3HF

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	Anne Clayton	Chair		Lockwood Parish Council
2	Charlotte Leak	Vice Chair		Lockwood Parish Council
3	Alan Groves			Lockwood Parish Council
4	Tamara Mitchell			Lockwood Parish Council
5	Jane Suggitt			Lingdale village Hall
6	James Teasdale			Lingdale Village Hall
7	Christine Teasdale			Lingdale Village Hall
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Corporate trustees – names of the directors at the date the report was approved

Director name		
Lockwood Parish Council		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Lingdale Village Hall Management Committee		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>W. Clayton</i>	
Full name(s)	WINIFRED ANNE CLAYTON	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	6/9/20 th 24	

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Independent examiner's report to the trustees of Lindale Village Hall Trust

I report to the trustees on my examination of the accounts of the Lingdale Village Hall Trust (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

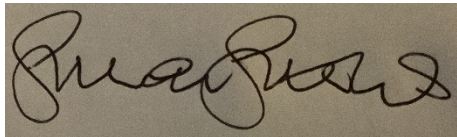
As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

Signed:

A handwritten signature in black ink on a light-colored background. The signature is cursive and appears to read 'Gillian Gittins'.

Name: Gillian Gittins (retired CPFA)

Address: 2 Primrose Close, Guisborough TS14 8ED

Date: 4 September 2024

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2022 To 31/03/2023

Charity name: LINGDALE VILLAGE HALL

Charity registration number: 510532

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's objects ('the objects') are to manage the village hall for the use of the inhabitants of the village of Lingdale in the Parish of Lockwood in the Borough of Redcar and Cleveland without distinction of political, religious or other opinions including use for meetings, lectures, classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
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	Hiring of the Village Hall to residents and other persons to meet the objects above.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Lingdale Village Hall Accounts were presented and signed at the meeting following internal audit on the 5th June 2023

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants are made by Lingdale Village Hall
Policy on social investment including program related investment	Para 1.38	No Social Investment is made by Lingdale Village Hall
	Para 1.38	Volunteers offer their time to open and close the village hall for events and plan

volunteers		significant contributions
Other		None

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	The Village Hall has regular users who provide leisure and information services to the Parish of Lockwood. The Village Hall hosted a Coronation event in May 23 which was open to all residents and 111 children were fed for free. It runs a Warm Space every Tuesday where villagers can meet and enjoy free refreshments which contributes to the strength of the community. It runs various leisure, arts and crafts for the young people during holiday periods increasing their fitness and creativity.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Village Hall started the year with £38,083.30 and ended the year with £12,801.71. Major repairs and maintenance were carried out to the toilets, fire alarm, roof and lighting amounting to £40320.14. Monies carried forward from the previous year and grants obtained from the Woodsmith Foundation, Arnold Clark and Magic Little grants of £7388 paid for these repairs. We changed fluorescent lighting to LED to reduce the energy bills. £3700 received from Cleveland Crime Commissioner(OPCC) paid for our Warm Welcome January to end of March 2023. The Village Hall accounts are checked at the same time as the Parish Council accounts by the Internal Auditor
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Village Hall would hold 6 months reserves including Utilities and repairs
Amount of reserves held	Para 1.22	£1900
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None other than rising food and other costs. Energy costs have been managed by using a Utility Broker.

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	The principal source of funding for the village hall is Hire of the facilities. These are used to provide extra activities for the residents of Lingdale. A grant of £3700 from the OPCC paid for a Warm Space. Grant funding has been sought to improve the Village Hall environment and undertake major repairs £7388
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Rising Energy Costs which are being managed with the use of an Energy Broker and replacing the Lighting with LED.
Other		N/A

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Structure, Governance and Management

Description of charity's trusts:		Lockwood parish Council is the sole Trustee of Lingdale Village Hall
Type of governing document (trust deed, royal charter)	Para 1.25	TRUST
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Registered Charity
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	Lockwood Parish Council provides the Trustees for the Management Committee consisting of 4 to 7 members.

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	Lockwood Parish Council members are either elected or co-opted to the Council. They have an induction process, are overseen by the monitoring Officer at the Local Authority. Trustees sign a code of conduct and sign once they have read the policies of the Council. They undertake regular training as required.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity management committee is made up of a Chair, Vice Chair and 4 to 7 Committee members from Lockwood Parish Council. The Clerk to Lockwood Parish Council provides financial administration.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Lingdale Village Hall
Other name the charity uses	
Registered charity number	510532
Charity's principal address	Lingdale Village Hall Meadowdale Court Lingdale Saltburn-by-the Sea TS12 2HF

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	Wendy Stiff	Chair		Lockwood parish Council
2	Anne Clayton	Vice Chair		LPC
3	A Mackenzie	Councillor	End 04/05/2023	LPC
4	A Groves	Councillor	Start 02/02/2023	LPC
5	J Teasdale	Councillor		LPC
6	H Dee	Councillor	Start 24/01/2023	LPC
7	J Suggitt	Volunteer		LVH
8	C Teasdale	Volunteer		LVH
9	J Jones	Volunteer	Start 03/07/2023	LVH
10	C Leak	Volunteer	Start 03/07/2023	LVH
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Corporate trustees – names of the directors at the date the report was approved

Director name		
Lockwood Parish Council		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Village Hall Management Committee		

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	W Clayton.	J Bell.
Full name(s)	WINIFRED ANNE CLAYTON	JEAN BELL.
Position (eg Secretary, Chair, etc)	VICE CHAIR.	CLERK TO LOCKWOOD PARISH COUNCIL.
Date	31-01-2024	

[illegible]

Annual Internal Audit Report 2022/23

LOCKWOOD PARISH COUNCIL

www.lockwoodpc.co.uk

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	✓		

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

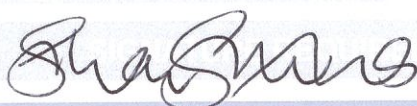
Date(s) internal audit undertaken

14/06/2023

Name of person who carried out the internal audit

GILLIAN GITTINS

Signature of person who carried out the internal audit



Date

14/06/2023.

*If the response is 'no' please state the implications and action being taken to address any weakness in control

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2021

Period start date To 31/03/22

Period end date

Charity name: Lingdale Village Hall

Charity registration number: 510532

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's objects ('the objects') are to manage the village hall for the use of the inhabitants of the village of Lingdale in the civil parish of Lockwood in the Borough of Redcar and Cleveland without distinction of political religious or other opinions including use for meetings, lectures, classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
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	Hiring of the Village Hall to residents and other persons to meet the objects above
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Lingdale Village Hall Accounts were presented and signed at the meeting following internal audit on the 4th July 2022.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No Grants are made by Lingdale Village Hall
	Para 1.38	No Social Investment is made by Lingdale Village Hall

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	Volunteers work to open and close the village hall for events and plan annual events. There are no significant contributions
Other		None

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	The Village Hall has regular users who provide leisure and information services to the Parish of Lockwood. The Village Hall also ran a four day Jubilee weekend where over 100 children had lunch for free and Pensioners had afternoon tea. Residents from East Cleveland benefit from a range of leisure activities such as exercise, arts and crafts.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Village Hall started the year with £14,365 which included a government grant relating to Covid of £10,000. It ended the year with £38,083.30 including government grants of £26,604. Other income was £3383 but the Village Hall did not open until the end of May 202. Expenses were £5268. The Village hall retained the grants to enable some much needed repairs and replacement to the Village Hall amenities. The Village Hall accounts are checked at the same time as the Parish Council accounts by Internal Auditor Gillian Gittins
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Village Hall would hold 6 months reserves including Utilities and repairs.
Amount of reserves held	Para 1.22	£1900
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None other than rising energy costs.

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	IN 2021/22 the Village Hall received govt grants of £25604. These were one off covid related grants. Hire of the Village Hall and fund raising events held at the Village Hall throughout the year
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Rising Energy Costs
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Lockwood Parish Council is the sole Trustee of Lingdale Village Hall.
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Registered Charity
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	Lockwood Parish Council provides the Trustees for the Management Committee consisting of 4 to 7 members.

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	Lockwood parish Council has an Induction process and Handbook for new Councillors and they undertake regular training.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity management committee is made up of a Chair, Vice Chair and 4 to 7 Committee members from Lockwood Parish Council. The Clerk to Lockwood Parish Council provides financial administration.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Lingdale Village Hall
Other name the charity uses	
Registered charity number	510532
Charity's principal address	Lingdale Village Hall Meadowdale Court Lingdale Saltburn-by-the-Sea TS12 3HF

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	Wendy Stiff	Chair		Lockwood Parish Council
2	Anne Clayton	Vice Chair		LPC
3	A Mackenzie	Councillor		LPC
4	G Leather	Councillor	end date 15/11/2022	LPC
5	T Mitchell	Councillor	End date 15/11/2022	LPC
6	J Teasdale	Public		LVH
7	C Teasdale	Public		LVH
8				
9	Lockwood Parish Council appointed the 1st 5 of the above			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
Lockwood Parish Council		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Village Hall Management Committee		

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)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

W Stiff

Full name(s)

WENDY STIFF

Position (eg Secretary,
Chair, etc)

CHAIR.

W Stiff

Date

14/12/2022

Lingdale Village Hall
(Charity Number 510532)
Accounts for year to 31st March 2022
As at 31st March 2022

INCOME		EXPENDITURE	
Balances at 1st April 2021		Regular Expenses	
Current Account	14,287.02	Utilities	2,854.70
Petty Cash Account	62.95	Catering Supplies	7.68
Cash in Hand	15.07	Cleaning	228.03
			3,090.41
Regular Users		Administration	
Lockwood Parish Council		Building Insurance	718.57
Monday Bingo Club		Donations	
Lingdale Community Art	682.00	Memberships & Licences	0.69
Lingdale Exercise	462.00	Postage & Stationery	
Charity Prize Bingo	328.00		719.26
Sale of Refreshments			
New Saturday Bingo		Premises	
Saturday Bingo Rent	152.00	Garden Project	
		Repairs & Maintenance	948.97
			948.97
Other Users			
Village Hall Events	600.00	Village Hall Events	140.00
Private Hire	969.00	Village Hall Events (Xmas)	370.16
Local Government & Corporate	150.00	Village Hall Events (Disco)	
Produce Show		In Bloom	
Remembrance		Village Hall Events (Remembrance)	
	1,719.00	BigLocal Kids	
		BigLocal Produce Show	
		BigLocal Scarecrow	510.16
Other Income		Balances at 31st March 2022	
Grants	25,604.07	Current Account	37,545.76
Donations	40.00	Petty Cash Account	441.55
		Cash in hand	96.00
	25,644.07		
TOTAL INCOME	43,352.11	TOTAL EXPENDITURE	5,268.80

I confirm that these accounts represent a true and accurate record.

Signed by *J Bell*
Position Parish Clerk, Lockwood Parish Council

Date *31/3/2022*

To the Members of Lockwood Parish Council

Audit Report for the year ended 31 March 2022

I have carried out an internal audit covering the internal controls in place and how they operate supporting the objectives detailed in the Annual Governance and Accountability Return (AGAR) for year 2021/22.

I have carried out this audit based on an assessment of risk and my audit is not designed to identify all errors and misstatements. The coverage and scope is included in the Audit Plan sent to the Council in June 2022 and is based on the Association of Local Councils' recommended checklist in conjunction with **GOVERNANCE AND ACCOUNTABILITY GUIDANCE FOR SMALLER AUTHORITIES IN ENGLAND (2021)**.

My conclusions are summarised in the table below:

Control Objective	Objective met	Comments
Appropriate accounting records have been kept throughout the year.	Yes	Despite there being no clerk in post for seven months the Council did keep sufficient records to produce an accurate year end position of its financial standing and affairs during 2021/22. The Clerk undertakes additional work to create the statement of accounts at the year end from the monthly schedules spreadsheets. I noted that the year end accounts are the only statement of receipts and payments the Council has received in the financial year despite the Financial Regulations and Standing Orders specifying that quarterly and year to date reports should be produced. For this current year and for the future the Clerk and Council should consider how it can create a general ledger that easily supports prompt quarterly reporting.
The Council complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	Yes	Again despite there being no clerk in post for part of the year the Council, particularly specific members, did seek to comply with its financial regulations, particularly around payments to suppliers. VAT claims are outstanding for two financial years.
The Council assessed significant risks to achieving its objectives and reviewed the arrangements for managing these.	Yes	Insurance cover is appropriate to the Council's activities and size. The Council has maintained separation of duties over allotment rent collection during the absence of the clerk.

		Legal and personnel advice was obtained when necessary and the Council followed all advice.
The precept resulted from an adequate budgetary process; progress against budget was regularly monitored; reserves are appropriate.	No	No budget was prepared to support the precept request for 2021/22 and the timescale specified in the Financial Regulations and Standing Orders was not met. This was due to there being no clerk in post during the time the budget should have been prepared. The same scenario will affect 2022/23. There were no quarterly reports of income or expenditure against budget as required by Standing Orders and Financial Regulations. Although it is minuted that the Council has earmarked reserves there is no evidence as to what these are and how much is in the earmarked reserves. Allotment deposits is a clear reserve but is not recorded as such. The clerk is aware of the need for reserves and is to prepare a report for members accordingly.
Expected income was fully received, based on correct prices, properly recorded and promptly banked; VAT was appropriately accounted for.	Yes	Apart from the precept the Council's main source of income are allotment rents. The Rialtas system has been used to good effect this year in generating invoices, reminders and a schedule of income due. Due to difficulties in accessing the bank account to make payments the allotment income was included in petty cash and used to support expenditure. This meant that income was not banked intact as required by the Council's Financial Regulations.
Petty cash payments were properly supported by receipts, all petty cash expenditure was approved, and VAT properly accounted for.	Yes	Following a physical count of the cash held the Clerk needs to make minor adjustments to the records.
Salaries to employees and allowance to members were paid in accordance with Council approval and PAYE, and NI requirements were properly applied.	Yes	The Council uses the HMRC payroll software to pay staff. All information had been accurately recorded in the system and the appropriate contribution rates applied for pension deductions.
Asset and investment registers were complete and accurate and properly maintained.	Yes	The Council's assets are properly recorded at cost price and the asset register is complete at the end of the financial year.
Periodic bank account reconciliations were properly carried out during the year.	Yes	There are no matters to report.
Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by adequate trail from underlying records and where appropriate debtors and creditors were recorded.	Yes	The Council's accounts are prepared on a receipts and payments basis. The AGAR has been reconciled to the monthly spreadsheets and transaction schedule produced by the clerk for the year end.

The Council publishes information on a free to access website upto date at the time of the internal audit and in accordance with any relevant transparency code requirements.	Yes	Some minutes have not yet been uploaded for 2021/22. The Clerk is working to rectify this omission.
The Council during the previous year correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations.	Yes	Evidence was provided at audit but unfortunately GBiz did not transfer the information over when updating the Council's website. This has since been rectified.
The Council complied with the publication requirements for the 2020-21 AGAR.	Yes	As above point.

Recommendations

- 1. The Council and Clerk should develop a general ledger that would support quarterly reporting as stipulated in the Standing Orders and Financial Regulations in addition to the monthly schedules.*
- 2. The Council should consider what earmarked reserves are required to support future expenditure and set aside amounts from general balances. Allotment deposits should be clearly shown as a reserve.*
- 3. Although the Council cannot produce an annual budget in retrospect it should consider all its proposed spending plans for the remainder of the financial year in the light of its balances at the end of June 2022 so that it can be satisfied that everything it wants to achieve is affordable. This review should be minuted and supported by detailed information.*
- 4. In future income from allotment rents should be banked intact and not included in petty cash.*

GILLIAN GITTINS

12 June 2022