

KILBURN VILLAGE INSTITUTE

England & Wales · Charity number 523369

Details

Status Registered

Legal form Other

Registered 1968-02-05

Register [View on the Charity Commission register](#)

Contact

Address Kilburn Village Institute
Kilburn
York
YO61 4AH

Phone 01347868266

Email jackyowens19@gmail.com

Website kilburnyorks.com

Activities

Objects: VILLAGE HALL

Activities: Maintenance & Provision of a village hall facility for the village of Kilburn and the surrounding area.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** KILBURN AND THE NEIGHBOURHOOD
- North Yorkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£7,501	£12,570	-	-
2023-12-31	£77,909	£138,297	-	-
2022-12-31	£42,001	£23,089	-	-
2021-12-31	£27,341	£17,650	-	-
2020-12-31	£15,438	£7,198	-	-

Trustees

Name	Role	Appointed
Alison Susan Porter	Chair	2023-04-08
Bryan Woods		2017-03-09
Carol Holland Mrs		2018-03-19
Claire Strafford		2017-03-09
FRANCES MARGARET GOMERSALL		1994-05-06
Graham John Matthews		2017-03-09
Judy James		
Margaret Leonora Backhouse		2019-10-10
Peter James		

KILBURN VILLAGE INSTITUTE

England & Wales - Charity number 523369

Accounts

KILBURN VILLAGE INSTITUTE CHARITY NUMBER 523369

Statement of Funds for year to 31st December 2023				
Incoming Resources				2023
				£
Hall Hire				1117.50
Donations				634.82
100 club:	Receipts	1200.00		
	Payments	650.00		550.00
Magic Mark	Receipts	285.00		
	Raffle	110.00		
	Bar	180.50		
	Payments	426.18		149.32
	Receipts			
	Raffle			
	Bar			
	Payments			0.00
Where there's muck				226.50
Cakes / plant stall May				375.80
Coronation Cakes				82.00
Opera	tickets	390.00		
	bar	94.00		
	Rural Arts	-375.00		109.00
Feast	Receipts			171.00
Fish and Chippy Qu	orders	265.00		
	F & C	243.05		21.95
opening event	entertainment	-450.00		
	expenses	-247.29		
	catering	-668.90		
	bar	59.00		-1307.19
Panto	Receipts			
	Raffle			
	Payments			
	Bar			0.00
Christmas Quiz				27.74
Bar	Receipts	1797.08		
	Stock	683.11		
	events	333.50		
	Chips etc			780.47
Sundry Income				600.00
Grants received				
NYCC				
Hambleton District Council		6818.00		
Garfield Weston		15000.00		
Bernard Sunley		10000.00		
Jubilee		20855.00		
Anon donor		16000.00		
Total Grants				68673.00
Sundry receipts				
Bank Interest				537.42
Easy fundraising				120.17
Amazon Europe				18.41
Gift Aid				5021.38
Total Incoming Resources				77909.29
Expenses				
Upkeep of Hall				
Utilities				821.77
Caretaking & Grounds				155.60
Insurances				508.41
Costs associated with Building Renovations				135,849.53
Licensing Fee - Performing Rights Society				77.40
Bar License				70.00
Sundry				814.55
Total Resources Expended				138297.26
Net Incoming Resources For 2023				-60387.97
Brought Forward Fund Balance @1/1/23				69461.48
Fund Balance at 11th December 2023				9073.51
The balance as at 31st December 2023 comprised:				
Barclay's Current Account		5808.06		
adjustment for unrepresented cheques		0.00		
net		5808.06		
Cambridge Counties Savings Account		2171.81		
Consumables stock		57.00		
Bar Float		500.00		
Petty Cash		536.64		9073.51
Total				
Notes				

Independent examiners report to the trustees of Kilburn Village Institute

I have completed my examination. I can confirm that from the accounts that have been provided to me, for the year ending 31st December 2023, that no material matters have come to my attention in connection with the examination of the same.

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 handwritten signature in cursive script, reading "Josephine Runciman". The signature is written in dark ink and is positioned above the printed name.

Josephine Runciman

25th February 2024

KILBURN VILLAGE INSTITUTE
Reg Charity 523369
Chair's Report 14th March 2024

That was a year, that was!

A momentous 12 months of change, activity, planning, fund-raising, purchasing and of course, the renovation of the hall.

The year started with a number of key events: a new Chair, resignation of the Events Manager, a delay of 18 months for transfer of the deeds to the new CIO, completion of the first draft of the reprinted 'White Horse' booklet, the renovation project now fully funded (including contingency).

The 'Chair's Report AGM March 2023' estimated the due date for completion of the renovations as May 2023 with a return to full social activities by late June 2023 – in reality, both these dates came and went as the project twisted and turned through a process of planning, development, problems and available manpower – as these things inevitably do.

Slippage by the builder by a number of weeks put the whole schedule out of kilter but a momentous effort by the Project Team to re-negotiate dates and costs, along with amended specifications, problem solving, creative thinking and sheer determination, delivered the project on budget and with the paint still drying as the opening celebrations commenced!

A summary of improvements and additions to the facilities would be: disabled/wheelchair access and toilet, newly fitted ladies and gents toilets, a permanent and stylish bar complete with Mouseman bar top – many thanks to Ian Cartwright for supplying same, outside storage to declutter the hall, new remote controlled heating system, insulation to the roof and triple glazed windows, new curtains and chairs, full VA system, 3 phase electricity supply and total electrical rewire, new interior and exterior lighting, improved fire and safety systems, new plumbing, exterior landscaping, stonework repaired and re-pointed with hot-lime mortar, refreshed and updated kitchen, and the whole place newly decorated throughout.

As a member of the Project Team but with my Chair 'hat' on, I would like to extend my heart-felt thanks and congratulations to not just to my Project Team colleagues but to all the Trustees who gave such fantastic support and encouragement and to the many trades who went beyond their remit in delivering the project. And all this with good will, good humour, a little compromise and agreeing to disagree – nobody fell out

I would also like to thank the village for their support and encouragement and some particular villagers who gave their invaluable assistance, gifts and support:
Ian Cartwright, Henry Thompson, Roy Openshaw, Iain Blair, Nick & Katie Morgan

Financially, this year has been very busy: we raised a lot of money and spent virtually all of it. My thanks and appreciation to our own Jacky Owens and Nicky Ruddick from Community First Yorkshire, who continued their excellent work of previous years in grant fund raising for the renovation project, achieving a final figure of circa £173k.

Although the main renovation has finished, there are projects already in planning for next year – solar panels are under investigation as part of the planned re-roofing which maybe done sooner

rather than later since the grant authorities are now focusing on this kind of project. Added to this in the hot-lime pointing of the south gable to match the rest of the building.

The hall re-opened with a Quiz on the 13th Sept followed by a weekend of events.

Saturday 22nd Sep was the Commercial Opening aimed at prospective hirers, grant donors, the press and commercial sponsors. Many thanks to Peter Wright who gave up his time to support the event, his boyhood recollections of the institute were very amusing and perfectly illustrated why so many people have such happy memories and affection for the place,

Sunday 23rd Sept was a day for the village to come and see their new hall and join in the fun - Punch and Judy, Sax Forte jazz quartet, food and fizz sponsored by Neil and Gemma at the Forresters. The weather was not very kind but those villagers who did attend, were very impressed with the result of our efforts.

With the physical work all but finished except for a very long 'small' jobs list and the inevitable snagging, thoughts and energy in late autumn turned to how the Institute should be administered in the future. To this end, lots of innovations were actioned: new Hirer's Agreement and Conditions of Hire, Hire Charges, Fire & Safety Manual, User Manual, Web-based booking calendar, Event Planning and Management, and marketing in general with a tentative toe into social media.

A main source of revenue this year has come from book sales of 'Kilburn's White Horse' - originally written by Fred Banks and John Thorpe, the book has been fully revised with a foreword by local chef Tommy Banks and endorsed by Peter Wright who also attended the book launch on the 21st September. My thanks to Sarah Banks, Philippa James and Graham Matthews for making this project happen and also to Sue Lake of the White Rose Book Café, Thirsk for her enthusiastic support of the launch, sales and promotion of the book. To date, the book sales have achieved over £3k with legs to raise a lot more in the future.

As the hall remained closed until mid-September for its 'face-lift', the various monthly committee meetings, numerous project meetings and social activities were nomadic around the village - the Forresters Arms, Brookside, Toad Hall and the Old Shop - many thanks to Gemma, Neil, Graham, Jacky and Mike, Darra and Jane for hosting meetings, the quiz and the Hearts & Craft sessions.

Despite being 'homeless' the events team continued to action and plan for fund-raising: May cake and plant sale and the Feast tea and cake stall were both resounding successes and the 'Opera for the People' concert moved venue to St Mary's church - a splendid and fitting alternative. However, special fund-raising mention must be made of Margaret Backhouse who shoveled horse manure all summer, delivering it around the village gardens and raising an exemplary £226.50 - proving where there's muck, there's brass!

The committee have now settled into the day to day running and use of the hall with many events already executed and a full calendar of events planned, also new ideas to extend the use of the hall e.g. disabled groups, indoor skittles/bowls, commercial hire.

The quiz has returned to its' regular fortnightly spot with an occasional supper but there have been notable single events such as the Kids Christmas Party which replaced the traditional pantomime with a magician and entertainer. 'Mark's Magic Kingdon' who was such a hit, we will have a repeat performance Christmas 2024.

'Strings and Spaghetti' saw the return of the popular Mowbray String Quartet followed by an excellent supper of spaghetti bolognaise, thanks Claire!

Kevin Hollinrake also made some time in his very busy schedule as Minister to the Post Office, to spend an hour or so with us and answer questions from the floor.

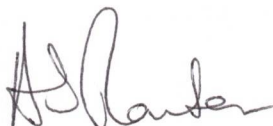
The Monday sessions of Hearts and Crafts funded by Rural Arts have continued throughout the year, hosted by Jane and Darra De Cogan in the Old Shop while the hall was out of use. My thanks to them and to Julie Harron who resigned this year as Trustee but continues to organize these invaluable sessions which are enjoyed by a core group of over twelve people.

New weekly yoga sessions which include 'seated' yoga are enjoyed every Tuesday morning and Tai Chi started in March. The Sports club continue to meet every Thursday and hope to expand their activities in the future.

Another initiative this January has been the formation of the 'Village Hall Forum' – 18 village hall committees in the surrounding area were invited to join a group offering each other support and help with the issues in common – namely keeping village halls solvent and also relevant to the community they serve. 14 villages joined the group and the next meeting will be at Wass in April.

This year has been a 'baptism of fire' for me as new Chair and I would like to take this opportunity to thank all my fellow Trustees for their support and hard work, it has been a long year for all of us. In particular, thanks to Bryan Woods who led the Renovation Project Team, Bryan Matthews as Clerk of Works, Graham Matthews as my invaluable Vice and last but not least, to Jacky Owens for her promised 12 months of help and support – she has now finally stood down after many years of service. Thank you, Jacky.

The village of Kilburn are very fortunate to have had such a dedicated and capable group of Trustees looking after their Institute and managing the charity. The committee sincerely hope the renovations will encourage a greater use of the hall by a wider part of the community in the future.



Alison Porter
Chair, Kilburn Village Institute Trustees

KILBURN VILLAGE INSTITUTE

England & Wales - Charity number 523369

Accounts

Kilburn Village Institute (Charity No. 523369)

Chair's Report March 9th 2023

The main focus of this past year's activity has been the long-planned and awaited renovation project. Our original project, for which we had planning permission, proved to be unaffordable, since Covid reduced our ability to attract large grants or corporate donations. The project team, six members drawn from the full committee, met regularly to map out the work in detail and from the autumn have met weekly to ensure the project is successful. Between them they have created detailed specifications for all the work involved, sent out to contractors, engaged some, produced a tracking spreadsheet to monitor costs and updated it almost daily. Since Covid there is a reluctance on behalf of many contractors to quote for work as their costs are rising daily and many have full order books. Much of what is required has been sourced by this team who have worked incredibly hard spending long hours on our behalf. We are truly indebted to them. Although we had planning permission granted for the large project there was a need for elements of this reduced project to go to planning. One team member compiled the necessary planning application, this is now granted. The work began in earnest late in the year unfortunately necessitating a reduced availability of the hall. We hope that villagers understand the need for this and are patiently awaiting their renovated building. We hope to complete all the works by en May 2023 and to fully open again in late June 2023

We have been helped enormously by being in receipt of several grants gained with the considerable help of Nicky Ruddick from Community First Yorkshire. In fact, since first beginning this enterprise in December 2017 we have raised in grant funding £101,477.08 with still more in the pipeline and hoped for.

Fundraising continued with as many events as we were able to host. Musical evenings in March and April were enjoyed by many and our May bank holiday plant and cake stall proved to be as popular as ever, the latter one being combined with the Jubilee celebrations. A talk by Paul Cook, curator of Harlow Carr Gardens inspired some in the village to make a trip out to Harrogate to see for themselves. After an absence of two years, Feast made a welcome return and the Institute provided a pop-up café and bar for the low-key family event. Nick Birch kindly hosted the intervillage quiz for us, this being well attended. Claire Strafford produced a Christmas paper quiz which taxed our brains, made us some money and provided a meal for two at the Forresters to be enjoyed by Helen Kidd with partner David Carter. The pantomime closed the year events and even though we used a different company this year the hall rang with laughter and the event was well supported.

Income from hirings, included two children birthday parties, a wake, Floristry workshops and the walkers' weekend. As ever we have been

supported by Rural Arts both in terms of supplying reduced rates for entertainers plus providing diverse art classes throughout the year.

The full committee met fourteen times during the course of the year, sometimes in Graham's garden, a very popular venue. They also held meetings for the newly created Charitable Incorporated Organisation (CIO) agreed by the Charity Commission. As soon as the legal work of transferring assets and a new bank account is operational, we will work from this CIO and begin to wind down the simple charity that has served us well for so long. The CIO gives greater protection to the Trustees who find themselves being responsible for large sums of money and a huge renovation programme.

2021 Total income was £27,341 Total expenditure £17,650

2022 Total income was £69,295 Total expenditure £23,144

These unusually high figures include grants and building project work expenditure.

Whilst we are busily moving the project forward, we have been delivering the monthly Newsletter, to keep the community informed. I should like to record our thanks to the villagers who have, throughout the year, supported the hall and helped the project along.

We are ending the year with optimism as we can see the hard work of the past five years coming to fruition, ensuring that our goal of providing a hall that is fit for purpose, warm, dry, economically viable and welcoming to all, is successful. As a watershed and with more pressing personal needs, I have decided to stand down as Chair at the AGM and take this opportunity to wish my successor every success.

Finally, as Chair I thank all the Trustees who have worked tremendously well throughout the year, giving countless hours of volunteer work. Their support was and continues to be invaluable and we are extremely fortunate to have such a wealth of talent in our midst.

Jacky Owens

Statement of Funds for year to 31st December 2022

	Incoming Resources				2022
					£
	Hall Hire				1735.00
	Donations				2732.00
	100 club:	<i>Receipts</i>		1200.00	
		<i>Payments</i>		650.00	550.00
	Gillespie Brothers	<i>Receipts</i>		300.00	
		<i>Raffle</i>		65.00	
		<i>Bar</i>		69.00	
		<i>Payments</i>		340.00	94.00
	309's	<i>Receipts</i>		440.00	
		<i>Raffle</i>		99.80	
		<i>Bar</i>		130.00	
		<i>Payments</i>		330.00	339.80
	Seed Exchange				194.82
	Cakes / plant stall May				305.00
	Cakes / plant stall June				175.56
	Harlow car talk	<i>tickets</i>		95.00	
		<i>Exp</i>		100.00	
		<i>Bar</i>		20.00	15.00
	Feast	<i>Receipts</i>		210.39	
		<i>Food</i>		-64.10	
		<i>Bar</i>		103.10	249.39
	Inter Village Quiz	<i>Receipts</i>		410.00	
		<i>Fish and Chips</i>		-325.15	
		<i>Raffle</i>		70.50	
		<i>Prize</i>		-100.00	
		<i>Bar</i>		154.00	209.35
	Panto	<i>Receipts</i>		480.00	
		<i>Raffle</i>		82.00	
		<i>Payments</i>		-385.00	
		<i>Bar</i>		109.58	286.58
	Christmas Quiz				235.50
	Bar	<i>Receipts</i>		3118.50	
		<i>Stock</i>		1410.25	
		<i>events</i>		585.68	
		<i>Chips etc</i>		55.89	1066.68
	Sundry Income				97.80
	Grants received				
	NYCC			1000.00	
	Hambleton District Council			9248.00	
	Rank Foundation			3750.00	
	Jack Brunton Trust			3000.00	
	Make a Difference			10000.00	
	Woodsmith Foundation			5000.00	

				31998.00
	Sundry receipts			
	Bank Interest			755.37
	Easy fundraising			256.90
	Co-op			0.00
	Gift Aid			704.28
	Total Incoming Resources			42001.03
	Expenses			
	Upkeep of Hall			
	Utilities			1554.12
	Caretaking & Grounds			171.93
	Insurances			635.99
	Costs associated with Building Renovations			20267.42
	Licensing Fee - Performing Rights Society			161.75
	Bar License			70.00
	Sundry			227.53
	Total Resources Expended			23088.74
	Net Incoming Resources For 2022			18912.29
	Brought Forward Fund Balance @ 1/1/22			50549.19
	Fund Balance 31st December 2022			69461.48
	The balance as at 31st December 2022 comprised:			
	Barclay's Current Account		11885.97	
	adjustment for unrepresented cheques		295.00	
		<i>net</i>	11590.97	
	Cambridge Counties Savings Account		56634.40	
	Bar Stock			
	Bar Float		500.00	
	Petty Cash		736.11	69461.48
	Total			
	Notes			
	The fund is unrestricted			

2,105.00

0.00

0.00

Independent examiner's report to the trustees of Kilburn Village Institute

I have completed my examination. I can confirm that from the accounts that have been provided to me, for the year ending 31st December 2022, that no material matters have come to my attention in connection with the examination of the same.

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 handwritten signature in blue ink that reads "Josephine Runciman" followed by a horizontal flourish.

Josephine Runciman

15th February 2023

KILBURN VILLAGE INSTITUTE

England & Wales - Charity number 523369

Accounts

Kilburn Village Institute (Charity No. 523369)
Chair's Report April 2022

Yet again we began with the Corona pandemic still governing our lives. Plans to open the Institute up in June when restrictions eased went ahead but there was a marked reluctance for villagers to socialise.

In an attempt to get the villagers mixing again a jointly organised bbq in the square was held in August, with the Forresters facilitating the food and the Parish Council providing the funds. This was a huge success but sadly very soon afterwards the Omnicron strain became prevalent and activity slowed again.

We did hold several events throughout the year as and when covid restrictions allowed. Plant and cake stalls held in the square on both the May Bank Holiday Mondays proved popular, as did the cream teas and brunch butties, both of which utilised our outside space. The sloe gin competition was delayed but was still a very successful fun evening. A chef with a difference drew a bigger audience and a first for the Institute was 'Classics' by The Mowbray Quartet with a curry supper provided by Claire Stafford. This was a hugely enjoyable evening despite a storm and a power-cut. Kevin Hollingrake, our MP, came and gave a talk to interested residents ending with a 'q & a' session. The pantomime went ahead but many cried off at the last minute and although fewer folk attended the rafters lifted with the sound of laughter. The committee decided because the virus was so very prevalent that they would not hold events in January or February and our first fund raising event in 2022 was the Brothers Gillespie in March. We held the fortnightly quiz as often as we could and although numbers attending was slightly down, the stalwart regulars showed how we could safely meet and socialise, many carrying out self-testing to ensure no one risked anyone else's health. Table tennis, again with reduced numbers, valiantly kept going as often as possible. It is hoped with the coming of Spring numbers will increase.

The committee met eleven times during the course of the year, sometimes via zoom (which most members hated), sometimes in Graham's garden, very popular, and latterly in the Institute. Whilst we had reduced activity due to covid 19 there was, and is, much to be done in moving the refurbishment and extension project on.

We have begun the big project, using a grant from Hambleton District Council, by installing three new windows, repairing a crack in the west facing wall, exploring a drain issue, redecorating the hall and completed the grant by having the north facing gable end repointed with lime mortar.

2020 Total income was £15.44k:	Total expenditure £7.20k
2021 Total income was £27,341:	Total expenditure £17,650

These unusually high figures include Government Covid related grants and building project work expenditure.

After an excruciating amount of delays we are pleased to be able to inform you that the charity commission have granted our request to convert from a simple Charity to a Charitable Incorporated Organisation (CIO). The legal transfer of assets is now being undertaken. This move has been taken in order to provide financial protection for the Trustees.

We have continued to deliver a mostly bi-monthly newsletter to keep the community informed and have decided that whilst we are busily moving the project forward we will deliver a monthly newsletter.

We are working closely with Community First Yorkshire in seeking further funding, and hoping we can encourage many to help us financially, as we seek to provide a hall that is fit for purpose, warm, dry, economically viable and welcoming to all.

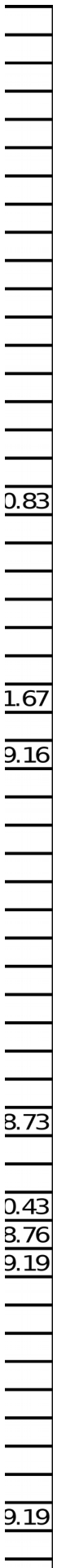
Unlike last year we end this one on a much more optimistic note. People are vaccinated and getting on with life. We are confidently planning for a year full of activities and hope to see many villagers attend them.

Finally, as Chair I thank all the Trustees who have worked tremendously well in difficult circumstances throughout the year. Between them they gave more than 1400 hours of unpaid service equating to almost £13,000. Their support was and continues to be invaluable and we are extremely fortunate to have such a wealth of talent in our midst.

Jacky Owens

Kilburn Village Institute								
<i>(Registered Charity 523369)</i>								
Income and Expenditure for year to 31st December 2021								
2020	Incoming Resources						2021	
£							£	
764	Hall Hire					310.00		
366	Donations					1575.00		
1200	100 Club					1200.00		
910	Events					2490.47		
1744	Bar					2041.90		
50	Easy Fundraising					175.06		
	Co-op					1630.08		
404	Bank Interest					425.32		
10000	Grants					17431.00		
	Sundry					62.00		
15438	Total Income						27348	
	Expenses							
640	100 Club					650.00		
	Room Hire Refund (WI)					120.00		
850	Event expenses					1185.72		
595	Bar Expenses					1195.95	315	
13353	Operating Profit						2418	
	Upkeep of Hall							
1004	Utilities					964.60		
299	Caretaking & Grounds					93.70		
577	Insurances					588.32		
2695	Costs associated with Building Renovations					12,331.43		
137	Licensing Fee - Performing Rights Society					92.81		
70	Bar Licence					70.00		
331	Sundry					357.87		
5113	Total Resources Expended						14,498	
8240	Nett Income for 2021						969	
32619	Balance b/f						40,858	
40859	Balance c/f						50,548	
	The balance at 31st December 2021 comprised:							
5125	Barclay's Current Account					4,522.74		
117	adjustment for unrepresented cheques					575.27		
5008				<i>net</i>		3,947.47		
35453	Cambridge Counties Savings Account					45,878.28		
300	Bar Float					500.00		
98	Petty Cash					223.44		
40859	Total						50,548	
	Notes							

		The fund is unrestricted					





Audit Report

From the records provided to me, I have reviewed the accounts of Kilburn Institute
for the year ended 31st December 2021

and consider they present an accurate reflection of the transactions for the year
and the funds held at that date.

Lib Pennock

Lib Pennock

9TH MARCH 2022