



TRUSTEES ANNUAL REPORT FOR THE YEAR 1ST MARCH 2024 – 28TH FEBRUARY 2025

AIMS & OBJECTIVES

Purpose of the Charity

(i) To promote for the benefit of the inhabitants of Hamsteels Housing Estate and the neighbourhood (the 'area of benefit') without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

(ii) To establish or secure the establishment of a community centre/village hall and to maintain and manage or cooperate with any statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

(iii) The Association shall be non party in politics and non sectarian in religion. The Association shall have power to affiliate to the National Federation of Community Associations, the Durham County Federation of Community Organisations and to other organisations with similar charitable objects.

Summary of main activities

We have operated the community centre for the benefit of the local community and the wider public.

Regular activities have continued throughout the year offering a wide range of choice to the community. These activities have included art classes, karate, bingo, linedancing, dance classes, yoga, bowls and new age kurling.

New sessions have included exercise classes, dance/social evenings, salsa classes, afternoon teas and country and western. During the year, we have also had a number of community events including children's discos, plays, local history events and training courses including supporting people back into work. We were also able to offer a Welcome Space with hot drinks over the colder winter months.

Charity Commission guidance

Trustees have had regard to the guidance on public benefit issued by the Charity Commission in relation to these activities.

Contribution made by volunteers

Once again our volunteers have excelled themselves. Although a fairly small group, the amount of time and effort given by them all contributes to the success of the community centre and it's ability to offer so many activities to benefit the local community.

ACHIEVEMENTS & PERFORMANCE

Summary of main achievements

It has been another successful year for the community centre. There is a varied weekly programme which has offered around 40 hours of activities each week. In addition, a number of other events have taken place including a range of Christmas activities, touring plays and children's discos. The community centre is also open during the day for local people to drop in to use the wifi, read and borrow books from our small library and meet up with friends socially.

We were very pleased to again be able to offer 'Welcome Space' sessions, offering a place to spend time and access hot drinks and company during the colder winter months. The sessions built up a regular attendance again this year.

Continuing our wish to improve the facilities and ensure the building remains welcoming, well decorated and comfortable we were pleased to be able to carry out more work to maintain and improve the building. This has included replacement of the windows in the main hall to improve natural light and ventilation followed by the redecoration of the hall. Despite the size of the room, the redecoration was completed entirely by volunteers. A little used meeting room has also been completely redecorated and transformed and is now much more suitable for training events, meetings and other activities.

Following on from feedback from community centre users that some of the furniture was tired, uncomfortable and not fit for purpose, we were successful in obtaining sufficient grant funding to allow us to purchase replacement tables and chairs. We took the opportunity to involve as many people as possible in choosing the new furniture to ensure it was suitable and it has been well received and made a substantial difference.

Support from the local parish council has made possible further improvements to the outside areas around the building. As well as improved landscaping, new seating has been provided and a patio area created that is level, accessible and much more suitable than the previous gravel surface.

Finally, despite again being faced with ever rising costs for the running of the community centre, we are pleased that we have been able to avoid increasing charges to user groups again this year. This has been achieved through the hard work of volunteers in minimising running costs and organising various events and activities to help to generate income to ensure that the centre remains affordable for the groups who in turn offer activities as a price affordable to the local community.

FINANCIAL REVIEW

Financial position of the Charity

We end the year in a healthy financial position. Despite having been faced with increased costs, Trustees and volunteers have worked extremely hard to generate additional income to support the running of the centre while maintaining affordable prices for local people and centre users.

At the year end, the sum of £22,060.81 was held. This was a reduction of around £6,000.00 from the previous year, this being due to that amount being allocated towards the replacement windows, work that was completed during the year.

The building is requiring more repairs and maintenance each year, particularly in relation to the hot water system which is becoming increasingly unreliable, the main entrance doors which are adversely affected in poor weather and areas of floor coverings which are showing signs of wear and tear. Accordingly, £7,500 has been allocated towards any necessary works to repair/replace as required. £2,500 has again been allocated to decoration to be undertaken during the next financial year.

Running costs have remained consistent with the previous year at around £11,000, leaving around £12,000 carried forward. Trustees consider this an appropriate amount to support the running of the community centre next year.

Policy on reserves and amount held

Trustees have made provision for additional works in the next financial year maintain, develop and improve the community centre.

Trustees have also ringfenced £7,500 towards repairs/replacement as necessary, together with £2,500 towards continued redecoration and improvements.

The funds remaining offer sufficient flexibility to support the day-to-day running of the centre, particularly as income is not consistent across the year, with much quieter periods in the summer and Christmas periods.

STRUCTURE, GOVERNANCE & MANAGEMENT

Type of governing document

Constitution

How the Charity is constituted

Unincorporated association

Trustee selection methods

Trustees are appointed, in the case of the Chairman, Secretary and Treasurer by election at the Annual General Meeting, together with 12 other elected Trustees. Each recognised section is able to appoint 2 Trustees, each affiliated organisation is entitled to appoint 1 trustee and the Local Authority 2 Trustees. Further Trustees may be co-opted.

REFERENCE & ADMINISTRATIVE DETAILS

Charity name

Hamsteels Community Hall Association

Registered Charity number

1023749

Principal address

Hamsteels Community Centre, Western Avenue, Esh Winning, Co. Durham, DH7 9LS

Charity trustees

Mr MA Burnard
Mrs SA Burnard (Chairman)
Miss A Chisholm
Mrs N Chisholm
Mrs R Makepeace (Secretary)
Mr D Walker (Treasurer)
Mr D Wilson

DECLARATION

The trustees declare that this report has been approved

Signed on behalf of the Trustees:

S. A. Burnard.

(Chairman/Secretary/Treasurer)

Dated: 24-9-25

R. Makepeace

(Chairman/Secretary/Treasurer)



ACCOUNTS FOR THE YEAR 1ST MARCH 2024 – 28TH FEBRUARY 2025

RECEIPTS

Hire & Lettings	
Hire & Lettings	£ 14,558.37
	£ 14,558.37
Activities	
	£ -

Events	
Tickets sales/admission/raffles etc	£ 919.00
	£ 919.00

Other Receipts

Catering	£ 2,181.89
Bar	£ 1,341.17
Bank Interest	£ 189.63
Book Donations	£ 17.99
Donations	£ 130.00
Misc Income	£ 2.55
	£ 3,863.23

Grants & Funding

Co-Op Community Fund	£ 1,936.49
Wind Farm Community Fund	£ 5,000.00
Welcome Spaces 2024-2025	£ 1,250.00
West Durham Community Fund	£ 2,000.00
Broomhill Wind Farm Fund	£ 2,000.00
Catherine Cookson Trust	£ 1,000.00
	£ 13,186.49

PAYMENTS

Utilities	
Gas	£ 1,464.77
Electricity	£ 1,116.13
Water	£ 679.71
	£ 3,260.61

Other Expenses

Cleaning	£ 872.80
Licences	£ 649.66
Building Compliance	£ 1,443.09
Alarms	£ 831.94
Insurance	£ 379.34
Stationery/Postage etc	£ 116.77
Card Payment Fees	£ 80.22
Volunteer Expenses	£ -
Advertising/Publicity	£ -
Misc Expenditure	£ -
Website	£ 402.95
Building Repairs/Maintenance	£ 8,209.52
Volunteer Costs/Training	£ 78.28
Administrative Costs	£ 132.00
	£ 13,196.57

Events

Entertainment	£ 1,557.00
Catering	£ 435.39
Misc Costs	£ -
Films	£ -
	£ 1,992.39

Other Payments

Catering	£ 880.26
Equipment	£ 2,149.28
Bar	£ 439.08
	£ 3,468.62

Projects

Room 2	£ 171.98
Main Hall	£ 1,347.43
New Furniture	£ 12,007.20
Drop In refurbishment	£ 2,000.66
Other Decorating	£ 57.60
Sustainability/Env't Improvements	£ 626.88
	£ 16,211.75

TOTAL RECEIPTS

£ 32,527.09

TOTAL PAYMENTS

£ 38,129.94

Balances at 28 February 2025

Lloyds Current Account	£ 2,538.75
Lloyds Savings Account	£ 13,884.91
Hampshire Trust Savings Account	£ 5,000.00
Cash to Bank	£ 228.88
Float	£ 160.00
Bar	£ 200.00
Petty Cash	£ 48.27

B/F from 2024/2024	£ 27,663.66
Add Receipts	£ 32,527.09
Less Payments	-£ 38,129.94

BALANCE

£ 22,060.81

BALANCE

£ 22,060.81

Signed on behalf of the Trustees:

Dated: 24-9-25

S.A. Burnard
R. Makepeace

(Chairman/Secretary/Treasurer)

(Chairman/Secretary/Treasurer)



Section A Independent Examiner's Report

Report to the trustees

Charity Name
HAMSTEELS COMMUNITY HALL ASSOCIATION

On accounts for the year ended

28 FEB 2025 Charity no (if any) 1027749

Set out on pages

1-2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content 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.

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

Signed: [Signature]

Date: 3/7/2025

Name: DUNCAN ROSS.

Relevant professional qualification(s) or body

[Empty box for professional qualification]

(if any):

[Empty box]

Address:

SMITHY COTTAGE

COKESAY

SH7 9EL

Section B Disclosure

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

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

[Large empty box for disclosure details]

Signed: [Signature]

Name: [Name]

[Empty box for name]