



Trustees' Annual Report for the period

From 01/01/2024 Period start date To 31/12/2024 Period end date

Charity name: Newton Flotman Village Centre and Alan King Playing Field

Charity registration number: 1091607

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ol style="list-style-type: none">1) The object of the charity is, in the interests of social welfare, to improve the conditions of life of the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of:<ol style="list-style-type: none">a) a village hall for use by the inhabitants, including use for:<ol style="list-style-type: none">i. meetings, lectures and classes, andii. other forms of recreation and leisure-time occupation; andb) a recreation ground for use by the inhabitants.2) The following adjoining land at Newton Flotman, in the County of Norfolk must be retained by the committee for use for the object of the charity:<ol style="list-style-type: none">a) The Village Hall off Grove Way.b) The Playing Field off Grove Way.
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	<p>The Trustees confirm their commitment to ensure that the Village Hall and Playing Field are available to the widest possible community within the Area of Benefit (the villages of Newton Flotman and Saxlingham Thorpe.) To this end, the Trustees have undertaken the following activities:</p> <ol style="list-style-type: none">1) Regularly publicised the facilities available at the Village Hall in both the village magazine 'Partnership', and on Newton Flotman's Village Facebook page, resulting in regular and individual bookings throughout the year.2) Made the Village Hall available for regular users including Newton

		<p>Flotman Youth Club, Cherry Tree Cafe, Action for Children, Skybound Therapies, puppy training, Newton Flotman Parish Council, Cheryl Lorne Photography, Easter Craft Fair.</p> <ol style="list-style-type: none"> 3) Carried out essential maintenance to the roof. 4) Supplied extra picnic tables and outside lighting to enhance the enjoyment of social club evenings. 5) Improved the bar area for the Social Club, offering a regular licensed bar, food vans and entertainment. 6) Applied for grants to help with the running and maintenance of the Village Centre and Playing Field. 7) Installed a children's climbing wall in the play area, funded by a National Lottery Grant 8) Hosted cinema evenings, Bingo sessions and Quiz nights which brought an audience to the Village Hall from the area of benefit and surrounding villages. 9) Held a Village Fete providing entertainment for people from the area of benefit and surrounding villages. 10) Provided free & unlimited Wi-fi to hall users. 11) Maintained grit and a gritting bin. 12) Conducted electrical, fire extinguisher, tree survey and children's play equipment tests to ensure compliance with Health and Safety Regulations. 13) Renewed the PRS for Music and PPL joint licence, thus enabling music to be played at functions. 14) Renewed the TV Licence, allowing public showings of television programmes. 15) Renewed the Small Society Lottery Licence to allow the raffles to be held at various events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	During the course of the year, the Trustees have paid regard to the guidance issued by the Charity Commission on public benefit. The Trustees are confident that the administration of the charity is undertaken in a compliant manner and that the principles of public benefit are continually adhered to.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Thanks go to the volunteers who serve on the Newton Flotman Village Centre and Alan King Playing Field Committee, who are not Trustees, but without whose help, activities such as, bookings and cinema evenings could not take place. Thanks must also go to the volunteers who have helped with the running of the Social Club, which has brought much needed income to the charity and social interaction amongst residents of the area of benefit.
Other		

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	<p>AGM 2025– Chairman's Report</p> <p>At last year's AGM, I reported that the Village Centre Committee will be carrying on the work of looking to improve the facilities here and that is what we have been doing, while remaining conscious of the fact that we are working within a fairly tight budget. Our Treasurer will shortly be speaking about the year in financial terms and I don't want to tread on his toes other than to say that we have continued to spend money on the fabric of the building, in ways that are not always obvious to see, and also on the outside facilities which are a bit more visual.</p> <p>Of particular note is the fact that the necessary repairs to the roof have been completed at a cost of over £4,000. Outside, we have invested in more picnic tables for use on Social Club Friday nights in the summer, with the help of a grant from South Norfolk Council and have had exterior lights installed in expectation of warm Friday evenings at our Social Club. We have also replaced most of the interior lighting with modern, efficient alternatives and the disabled toilet pan and macerator as well as making improvements to the heating in here. The loft space above this room has been cleared in preparation for the insulation to be improved before next winter. We have set up a sub-committee to concentrate solely on improvements with a view to prioritising what is both important, urgent and affordable as well as other</p>

things that might just be nice to have. Among the things on the list are improvements to the paved area in front of the entrance door. High on the urgent list is the décor in this room and improvements to the acoustics. A recent visitor to one of our film nights commented that she hadn't been here since her children were at Pre-school and that it hadn't changed a bit. I don't think that was meant as a compliment.

Outside, the most obvious addition has been the installation of the climbing wall which was fully funded by a lottery grant. Discussions and consultations are underway to see how the play equipment can be further improved. Suggestions have included adult fitness equipment, a larger slide and the addition of a fixed football goal on the field. Funding is in place for these things, and I would particularly like to extend my thanks to Hayden Moon who donated the proceeds from his spectacular Christmas light display to the Village Centre for this purpose. Another thing you should be seeing shortly is a fabric bank on the car park. This is part of our commitment to reducing both ours and the village's environmental impact, along with the lighting, insulation improvements and more tree planting. You will probably have noticed that the Football Club have installed a defibrillator on the outside wall near the car park and a floodlight to illuminate the car park on dark nights.

Our income from regular and occasional hirers of the hall is important to us but so are the financial contributions made from the Social Club, Cinema Nights and the fete, all of which depend so very much on volunteers. I cannot thank enough all the volunteers who contribute to the success of these important regular events. There are too many to mention by name, so I won't try in case I miss someone. I know that all that goes on here is down to many people giving freely of their time and skills, whether they serve on the Committee or simply get involved for the greater benefit. Thank you everyone. You know who you are and you are much appreciated. That's not to say that we don't need more helpers, so please let us know if you would like to get involved in some way.

I would, however, like to express my gratitude to one person in particular, our Treasurer, Christopher Remer, who is retiring from the Village Centre Committee

		<p>after 10 years, during which time he has served as Chairman, Secretary and Treasurer – often at the same time, which was the case when I joined the Committee 7 years ago. I could not have managed the task of taking on the role of Chairman without the benefit of Christopher’s knowledge and counsel and I know the same goes for others on the Committee who have benefitted from his experience.</p> <p>While thanking people, I would like to add my appreciation to the volunteers from Newton Flotman Charities who run Cherry Tree Café here every Wednesday morning, providing a warm space, a warm welcome and refreshments to many residents of this village. I don’t manage to visit every week, but when I do I witness people of all ages having a good time, some of whom find it a friendly, convenient place to meet and chat with people. You may have seen that we are having a village litter pick tomorrow, starting and finishing at the Cherry Tree Café.</p> <p>As far as the playing field is concerned, there is not much to report. We changed the contractor used to mow the grass and maintain the grounds at the end of last year and I am pleased to say that the improvements are obvious and justify the change. Here I would like to offer my thanks to the Parish Council for their continuing support in granting the money to for the grounds maintenance contract. The football club have been running three teams this season, there have been more trees planted by the Newton Flotman Tree Planting Group and plans are still in hand to improve the drainage situation, although the relatively dry year we have just had has meant that we have avoided some of the problems we have suffered in the past. I feel that the playing field and play equipment are both used by many people, including dog walkers, families and young people, most of whom, I am pleased to say, respect the facility.</p> <p>Finally, I would like to once again personally thank everyone involved in the running of the Village Centre for their support and dedication and for making the role of Chairman easy for me to carry out. William Ball. Chair</p>
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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	<p>AGM 2025 – Treasurer's Report</p> <p>In the notes to the accounts, I've highlighted individual areas of activity and how they've contributed to the overall financial position of the charity, so I'll just concentrate on the headlines in this report.</p> <p>So, to go straight to the bottom line, last year we made a surplus of £4,178, compared to £5,464 in 2023. Whilst our surplus is down on the year, 2024 was still an excellent year financially, with our income rising by £12,477. The main reason that our surplus is down is that we spent £13,762 more than last year, mainly in maintenance – the new roof alone cost us over £4,000.</p> <p>But that's OK. The aim of the charity is to provide village hall & playing field facilities for residents of Newton Flotman and Saxlingham Thorpe, so the main thing is for us to maintain sufficient reserves to be able to carry out those aims, which we currently do.</p> <p>So on to the financial highlights...</p> <p>Except for cinema nights and the village fete, which were down by about a few hundred pounds each, income was up in every other area. Most notably with hall hires, which was up by £2,759, thanks to 2 new regular hirers coming on board.</p> <p>Our gratitude goes to Hayden Moon, who very kindly donated £967 from money</p>
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collected at his excellent & now famous Christmas lights show! Thanks also to the excellent Social Club Team, who increased revenue last year by over £600 and helped us to fulfil a great need in the village for people to come together.

Newton Flotman Parish Council provided substantial grant funding to the charity last year, including to part fund the new roof, pay for ditch clearance and to regularly mow and maintain the playing field, which saves us thousands of pounds a year. Grants from South Norfolk Council funded new picnic benches, and their continued rebate of our non-domestic rates saves us hundreds of pounds every year.

The largest single source of income last year was the £7,920, received from the National Lottery Community Fund, which met the full cost of installing the new climbing wall.

On the expenses side, increases in maintenance and licence fees impacted our finances. As I said earlier, the largest maintenance expense was to replace the flat roof, which cost us over £4,000, and that's on top of the grant funding we received.

The largest licence fee expense was for our PRS PPL music licence, which allows us to play recorded & live music at social events. This was over £500 more than last year but an unavoidable result of our growing turnover, upon which the license fee is calculated.

Overall, the cash reserves of the charity rose from £27,150 to £31,328, putting the charity in a strong position to fulfil its ambitions in the coming years.

This will be my last annual report, having been Treasurer for the last ten years. It's been a pleasure to serve on the committee and I'd just like to end by thanking the Chairs I've worked with, Barry Adams, Charlene Matthews & of course William, and all the members of the committee that

		<p>have come and gone in the last decade. I know I'm leaving the charity in really safe hands, with an exciting future ahead of it. I wish my successor good luck and all the support they need during our handover.</p> <p>If you do have any questions about the accounts, I'd be happy to answer them for you.</p> <p>Christopher Remer. Treasurer</p>																								
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The charity operates a policy of holding reserves as follows:</p> <ul style="list-style-type: none"> ● Operating funds – to meet every day operational income and expenses – held in a Barclays Community and Business Premium Accounts” ● Reserves: <ul style="list-style-type: none"> ○ To cover unforeseen emergencies ○ To cover 3 months operational costs ○ To replace the assets listed in NFVC's Asset Register <p>Held in a CCLA COIF Account</p> ● Designated Funds: <ul style="list-style-type: none"> ○ To fund improvements to the children's play area <p>Held in a CCLA COIF Account</p> 																								
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<table border="0"> <tr> <td>Community Account</td> <td style="text-align: right;">£6,320.42</td> </tr> <tr> <td>Outstanding Community Account items</td> <td style="text-align: right;">£1,612.17</td> </tr> <tr> <td>Business Premium Account</td> <td style="text-align: right;">£15,061.15</td> </tr> <tr> <td>Outstanding BusinessPremium Account Items</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>COIF Account 1</td> <td style="text-align: right;">£3,470.63</td> </tr> <tr> <td>Outstanding COIF 1 Account items</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>COIF Account 2</td> <td style="text-align: right;">£4,761.56</td> </tr> <tr> <td>Outstanding COIF 2 Account items.</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td></td> <td style="text-align: right;">£31,225.93</td> </tr> <tr> <td>Balance b/f 31/12/23</td> <td style="text-align: right;">£27,150.16</td> </tr> <tr> <td>Cash float</td> <td style="text-align: right;">£102.05</td> </tr> <tr> <td>TOTAL:</td> <td style="text-align: right;">£31,327.98</td> </tr> </table>	Community Account	£6,320.42	Outstanding Community Account items	£1,612.17	Business Premium Account	£15,061.15	Outstanding BusinessPremium Account Items	£0.00	COIF Account 1	£3,470.63	Outstanding COIF 1 Account items	£0.00	COIF Account 2	£4,761.56	Outstanding COIF 2 Account items.	£0.00		£31,225.93	Balance b/f 31/12/23	£27,150.16	Cash float	£102.05	TOTAL:	£31,327.98
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<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>																									

Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	Events: £6,312.82 Bank interest: £385.26 Donations: £977.09 Occasional Hall Bookings: £1,306.50 Regular Hall Bookings: £7,257.97 Social Club: £4,340.72 Village Fete: £2,564.15
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Trust Deed dated 28/01/2002
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Trust
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	Trustees are appointed as follows: There may be (1) 7 elected members; and 1 appointed member for each of the organisations listed in part 3 of the schedule to the Trust Deed [for 2024 : Newton Flotman Parish Council, Newton Flotman Football Club. In addition there may be up to 3 co-opted members. (2) The term of office of all members ends at the annual general meeting following the date on which they

		<p>came into office. They may be re-elected or re-appointed.</p> <p>(3) The committee members must elect which of the committee members will be the managing trustees of the charity, up to a maximum of 7 trustees. Trustees must include the Chair, Vice Chair, Secretary and Treasurer. In addition, if the appointed member for Newton Flotman Parish Council does not hold one of the aforementioned offices, then they must also become a trustee.</p> <p>(4) Only the trustees may take decisions regarding the management of the charity. The remaining committee members may advise the trustees and assist in the running of the charity.</p>
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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	All new Trustees are provided with the Charity Commission publication CC3 – The Essential Trustee and a copy of the charity's governing document.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Newton Flotman Village Centre and Alan King Playing Field
Other name the charity uses	
Registered charity number	1091607
Charity's principal address	Newton Flotman Village Centre, Grove Way, Newton Flotman, Norwich, NR15 1QE.

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Newton Flotman Parish Council is a Custodian Trustee of the charity.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

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)	William Spencer Ball
	Position (eg Secretary, Chair, etc)	Chair
	Date	

Newton Flotman Village Centre and Alan King Playing Field
Accounts 1st January 2024 to 31st December 2024
As at the close of business 31/12/24

Income	2024	Notes	2023	Expenditure	2023	Notes	2023
Cinema Night Ticket Sales	£1,810.80			BAR STOCK PURCHASED	£4,270.35	3	£5,656.82
Cinema Night Bar Sales	£1,087.84			Cinema Night DVD Purchases	£108.37		
Cinema Night DVD Sales	£57.00			Cinema Night Film Licences	£1,398.90		
Cinema Night Raffle	£382.00			CINEMA NIGHTS	£1,507.27	1	£1,366.49
CINEMA NIGHTS	£3,337.64	1	£3,393.34	CONSUMABLES	£0.00		£60.89
DEPOSITS COLLECTED	£250.00		£125.00	DEPOSITS RETURNED	£175.00		£125.00
DONATIONS	£977.09	2	£10.00	ELECTRICITY	£2,200.98		£653.88
Events - AGM	£64.23			Events - Arianne the singer	£170.00		
Events - Arianne (singer)	£444.88			Events - Halloween Disco Night	£105.00		
Events - Bingo	£646.29			Events - Revival Band Night	£200.00		
Events - Charity Race Night 23/02/24	£567.34			Events - Shaun the singer	£200.00		
Events - Charity Race Night 27/09/24	£166.37			EVENTS	£675.00	3	£1,470.00
Events - Christmas Bingo	£744.57			FIXTURES AND FITTINGS	£507.92	8	£2,818.15
Events - D-Day	£238.15			GENERAL CLEANING	£1,544.90		£1,099.09
Events - Easter Craft Fair	£298.00			GRANT FUNDED EXPENDITURE	£10,290.00	4	£0.00
Events - England v Denmark	£33.53			HEALTH AND SAFETY	£857.52	9	£1,146.87
Events - England v Serbia	£116.12			HEATING	£1,212.50		£746.91
Events - England v Slovenia	£43.08			INSURANCE	£1,164.99		£1,128.51
Events - Family Board Games Night 12/04/24	£230.79			LICENCES	£1,255.83	10	£403.80
Events - Family Board Games Night 11/10/24	£120.21			MAINTENANCE	£6,333.65	11	£2,202.87
Events - Family Board Games Night 08/11/24	£57.60			MARKETING	£250.00	12	£0.00
Events - Halloween Disco	£211.45			MISCELLANEOUS EXPENDITURE	£0.20	13	£54.00
Events - Harvest Supper	£253.83			PROFESSIONAL FEES	£0.00		£0.00
Events - Lions Club Quiz Night	£356.11			SOCIAL CLUB EXPENDITURE	£150.00	3	£227.81
Events - Pancake Day	£98.83			TELECOMS	£502.90		£312.82
Events - Quiz Night	£541.79			Village Fete Dog Show	£63.00		
Events - Revival Band Night	£496.93			Village Fete Hay bales	£80.00		
Events - Shaun (singer)	£507.72			Village Fete Raffle	£133.00		
Events - Table Top Sale	£75.00			Village Fete Singer	£180.00		
EVENTS	£6,312.82	3	£6,823.07	VILLAGE FETE	£456.00	7	£498.34
GIVE AS YOU LIVE AND AMAZON SMILE	£0.00		£18.41	WATER	£741.00		£471.00
GRANTS RECEIVED	£11,636.63	4	£1,204.56	WINDOW CLEANING	£230.00		£120.00
Barclays Community Account Interest	£11.15						
COIF 1 Account Interest	£142.04						
COIF 2 Account Interest	£232.07						
INTEREST	£385.26		£288.35				
INTERNAL TRANSFERS	£0.00		£39.10				
MISCELLANEOUS INCOME	£135.05	5	£23.62				
OCCASIONAL HALL BOOKINGS	£1,306.50	6	£1,590.80				
REGULAR HALL BOOKINGS	£7,257.97	6	£4,214.51				
SOCIAL CLUB BAR TAKINGS	£4,340.72	3	£5,472.55				
Village Fete Bar	£738.65						
Village Fete Balloon Models	£61.00						
Village Fete Dog Show	£241.50						
Village Fete Donation	£0.00						
Village Fete Raffle	£938.00						
Village Fete Pitch Fees	£550.00						
Village Fete Coconut Shy	£35.00						
VILLAGE FETE	£2,564.15	7	£2,823.72				
TOTAL INCOME	£38,503.83		£26,027.03	TOTAL EXPENDITURE	£34,326.01		£20,563.25
SURPLUS / DEFECIT	£4,177.82		£5,463.78				
				Bank Account Balances			
				Community Account	£6,320.42		
				Outstanding Community Account items	£1,612.17		
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					£31,327.98		
Balance b/f 31/12/23	£27,150.16						
2024 Surplus or Deficit	£4,177.82						
Balance c/f	£31,327.98						

Independent Examiner's Report to the Trustees of Newton Flotman Village Centre and Alan King Playing Field (Charity No. 1091607)

For the year ended 31 December 2024

1. Report on the accounts

I report on the accounts of the above charity for the year ended 31 December 2024, which are set out on pages 2-3.

2. Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I have examined the accounts under section 145 of the Act and in accordance with the Directions given by the Charity Commission under section 145(5)(b).

An independent examination involves reviewing the charity's accounting records, comparing the accounts to those records, and considering any unusual items or disclosures. It does not provide all the evidence necessary for an audit and therefore does not offer an audit opinion or state whether the accounts present a "true and fair view".

3. Independent examiner's statement

In connection with my examination, nothing has come to my attention to suggest:

1. That in any material respect the requirements:
 - to keep proper accounting records (Charities Act 2011, section 130), and
 - to prepare accounts which agree with the accounting records and comply with the Acthave not been met; or

2. That, in my opinion, attention should be drawn to any matter to enable a proper understanding of the

accounts.

4. Financial summary

Year ending 31 December 2024:

- Total income: £38,503.83
- Includes grant income of £11,636.63 (being National Lottery grant £7,920, Newton Flotman Parish

Council grant £3,497 and South Norfolk Council grant £220)

- Total expenditure: £34,326.01

5. Examiner details & signature

Name: Katherine Kennerson

Professional qualification: ICAEW, ACA

Address: Low Meadows, Cargate Lane, Saxlingham Thorpe, Norfolk, NR15 1TU

Date: 14/09/2025

Signed:

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НЕВОЛ

Notes for Trustees

File this report with your annual return on the Charity Commission's portal.

Ensure the accounts clearly show the grant income of £11,637 as stated.

If circumstances change (e.g. income exceeds £250,000 or the charity becomes a company), an audit or different report format may be required.