Charitable Incorporated Organisation Registered number: 1155896

THE ALDEBURGH JUBILEE HALL CIO REPORT AND ACCOUNTS 31 MARCH 2023

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LEGAL AND ADMINISTRATIVE INFORMATION

Constitution The Aldeburgh Jubilee Hall CIO is constituted as a Charitable

Incorporated Organisation (CIO)

Registered number 1155896

Name The Aldeburgh Jubilee Hall CIO

Working name The Aldeburgh Jubilee Hall

Principal address Crabbe Street

Aldeburgh Suffolk IP15 5BN

Trustees

Ann Barkway (Chair from 26 September 2022) Amanda Carpenter (resigned 31 May 2023)

Richard Chaplin FCA Simon Dow CBE Nigel Howcutt Emma Lloyd

His Honour David Mackie CBE, KC (Chair until 26 September

2022)

Heather Newill (retired 1 January 2023)

Bankers Barclays Bank PLC

4 Church Street Woodbridge IP12 1DJ

Independent examiner Chapel Road Accounting Services Limited

Carlton Park House Carlton Park Ind. Estate

Saxmundham Suffolk IP17 2NL

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2023

Trustees' report

The trustees present their statutory report together with the accounts of The Aldeburgh Jubilee Hall CIO ("the CIO") for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out on pages 11 and 12 of the attached accounts and comply with the CIO's constitution, applicable laws, the requirements of the Charities Act 2011 and the Charities SORP (FRS 102).

Chair's report

Due to the work of my predecessor, my fellow board members past and present, and to our small team of staff, we have had a positive and forward-looking year. However, this has not come without some significant challenges posed by operational finances and the aftermath and impact of the Covid-19 pandemic on the arts industry as a whole.

We continue to make progress in extending our artistic programme with a wider range of genres included; and we have also taken steps to build on our community activities and engage with local businesses and partners. Audience numbers have been mixed, with some very popular sold-out shows, and others which have struggled. We continue to monitor and analyse every event to help us gain insight into what people really want.

While we are not looking to be a profit-maximising organisation, we are looking at many ways in which to attract funding from national bodies as well as local foundations, local businesses and individuals; all in order to cover our day-to-day costs and help build our reserves to give us some financial resilience.

We are grateful to our loyal supporters and sponsors for their ongoing support, and to Dr Keith Coventry for the generous legacy which he left to the Hall.

It was with great sadness that we learned of the untimely death of our Hall Manager Jo Seifert, in October 2022, and I would like to extend sincere thanks to all members of staff, our board of trustees and our group of volunteers, for stepping up during this period of change to ensure that the hall continued to function and flourish.

We look forward to our next year of activity, increased work in the community, and working even more closely with local partners; but we will continue to face tight financial constraints, having virtually no funding towards our overhead costs. Overall though, the board is optimistic about the future and our ability to continue to increase engagement and ensure that Jubilee Hall is a 'hall for the future'.

TRUSTEES' REPORT (continued)

YEAR ENDED 31 MARCH 2023

Structure, governance and management

Constitution and objects

The Aldeburgh Jubilee Hall CIO – Charity Registration No. 1155896 – was established under a 'Foundation' model constitution dated 3 December 2013 and was registered with the Charity Commission on 21 February 2014. The CIO took over the affairs of The Aldeburgh Jubilee Hall, a trust established on 9 November 1887 and operated by a committee of management – Charity Registration No. 209482. The charitable objects of the CIO are the provision and maintenance of the Aldeburgh Jubilee Hall ("the Hall") for the use of the inhabitants of and visitors to Aldeburgh.

Organisation

The trustees are appointed by resolution of the existing trustees in accordance with the constitution.

The trustees who served during the year or subsequently resigned/appointed were:

Ann Barkway
Amanda Carpenter (resigned 31 May 2023)
Richard Chaplin
Simon Dow (appointed 23 May 2022)
Nigel Howcutt
Emma Lloyd
David Mackie
Heather Newill (retired 1 January 2023)

On appointment, trustees receive an induction pack which includes the latest annual report and accounts of the CIO, its constitution, the CIO's written policies, minutes of recent meetings of the trustees and the Charity Commission guidance on charity law and regulation.

Meetings of trustees normally take place every other month and in any event not less frequently than quarterly.

The CIO has four part-time staff members including freelance support, who carry out the day-to-day operation of the Hall, and utilises the services of several volunteers, including the trustees.

The CIO has written policies covering health and safety, children and vulnerable adults, equal opportunities, conflicts of interest, financial regulations and procedures, data protection and maintenance.

TRUSTEES' REPORT (continued)

YEAR ENDED 31 MARCH 2023

Statement of trustees' responsibilities

The trustees are responsible for preparing the annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for that period. In preparing the accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Statement of Recommended Practice (Accounting and Reporting by Charities) (the Charities SORP);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable United Kingdom Accounting Standards have been followed, subject to any departures being disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the CIO and which enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the CIO and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk management

The trustees have established a process for identifying the major operational and financial risks to which the CIO is exposed and review these risks on a regular basis.

The CIO's primary objective is to make the Hall available for a wide variety of events and to maintain and improve the Hall's facilities. The principal risks are connected with the operation of the Hall and the financial and reputational consequences of the activities.

The trustees are satisfied that systems have been established and are functioning to mitigate and manage these risks.

The CIO has taken out insurance in respect of those risks for which cover is available. The types of cover and the limits of liability for each are reviewed annually upon renewal.

The Finance and General Purposes Committee of the CIO meet on a regular basis to review the financial position of the charity.

Activities

The CIO meets its objectives by making the Hall available to the local community for a wide range of cultural and educational events and by maintaining the Hall's facilities so that the events can be carried out in an effective and safe environment. When considering the aims and activities of the CIO, the trustees have had regard to the Charity Commission's general guidance on the provision of public benefit together with relevant specific guidance.

TRUSTEES' REPORT (continued)

YEAR ENDED 31 MARCH 2023

Achievements, performance and financial review

Following the difficult period for all arts venues caused by the Covid closures the Hall has been rebuilding its audiences. There were more performances than in the previous year and the income from hire, box office and bar increased to £58,556 (2022: £36,002).

Income from grants, donations and sponsorship was disappointing. The previous year had benefitted from specific grants available during the Covid period. The Hall was very fortunate to receive a legacy of £367,000 during the year which was immediately set aside as a designated fund to cover shortfalls arising in the post Covid re-emergence and more particularly to support a refurbishment programme for the Hall.

We are very sorry to report the death of our Hall manager, Jo Seifert, during the year. This was a tragedy at such a young age. Our Chair, Ann Barkway, has stepped in to also act as Hall manager for an interim period. We are indebted to Ann at this difficult time.

Costs were contained as much as possible. There have been essential repairs and these will be ongoing. We have also invested in programming and front of house support for our busier programme.

There was a deficit on normal activities of £56,542. This was covered by a transfer from the designated fund.

Reserves policy

The policy of the trustees is to retain for the time being free deposits of at least six months' normal operational costs.

Going concern

The trustees consider that the CIO has adequate financial resources and is well placed to manage its business risks. The planning process of the CIO, including financial projections, has taken into consideration the economic and financial environment in which the CIO operates and its impact on the sources of income and planned expenditure of the CIO.

The trustees believe that there are no material uncertainties that call into doubt the CIO's ability to continue. The accounts have therefore been prepared on the basis that the CIO is a going concern.

Financial position

The balance sheet at 31 March 2023 shows total funds of £369,280, of which £315,178 are designated and £7,200 are restricted.

The CIO had at the year-end £365,757 of liquidity in the form of net current assets which is in excess of six months' normal operational costs. However, the intention is to keep the designated funds in place to support a refurbishment programme.

Investment policy

The investment policy of the CIO is to safeguard the funds of the CIO by making secure investments to generate the best return possible from these funds consistent with the balance between maximising return and minimising risk. During the year ended 31 March 2023 no investments were held.

TRUSTEES' REPORT (continued)

YEAR ENDED 31 MARCH 2023

Future plans

The CIO will continue to meet its objectives by managing the Hall and improving and maintaining its facilities, as well as offering further events and shows for the community and public benefit.

The legacy has enabled the trustees to start to develop a refurbishment plan for the Hall. Architects have been appointed and plans are being put forward.

The legacy alone will not cover the costs involved and grant funding is being sought to enhance the funds available. Grants, donations and sponsorship will also be needed to support the normal running costs of the hall; in order to provide a rich variety of events for residents and visitors, both within Aldeburgh itself and also the immediate surrounding areas.

Related parties

No trustee receives any remuneration or other benefit from their work with the CIO.

The related party transactions are set out in note 3 to the accounts. An arm's length basis is applied and no net cost arises to the Hall.

Approved by the trustees on 22 January 2024 and signed on their behalf by

David Mackie CBE, KC Trustee Richard Chaplin FCA Trustee

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2023

Independent examiner's report to the trustees of The Aldeburgh Jubilee Hall CIO ("the Charity")

I report on the accounts of the Charity for the year ended 31 March 2023, which are set out on pages 8 to 15.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts.

The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to: -

- 1) examine the accounts under section 145 of the 2011 Act;
- 2) follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 3) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention: -

- 1) which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Rebecca Brock FMAAT/ACCA

Chapel Road Accounting Services Ltd Carlton Park House Saxmundham IP17 2NL

Date 22 January 2024

THE ALDEBURGH JUBILEE HALL CIO STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2023

	Note	Restricted	Designated	Unrestricted	Total	2022
Incoming resources		£	£	£	£	£
Grants, sponsors and donations		3,950	367,000	2,797	373,747	26,174
Sales of merchandise		-	-	20	20	13
Hall hire, box office, bar		-	-	58,556	58,556	36,002
Interest receivable		-	_	215	215	112
Other income		-	-	610	610	-
Total		3,950	367,000	62,198	433,148	62,301
Resources expended						
Costs of generating funds						
Payroll costs	2	-	-	31,190	31,190	30,338
Repairs, maintenance		4,896	-	10,252	15,148	4,429
Events, box office, bar		-	-	26,906	26,906	27,439
Donations		-	-	1,000	1,000	-
		4,896	0	69,348	74,244	62,206
Support costs						
Services		150	-	29,578	29,728	13,236
Depreciation		-	-	2,720	2,720	3,058
Insurance		-	-	2,941	2,941	2,932
Development work			-	17	17	-
Publicity and IT		-	-	12,560	12,560	16,565
		150	0	47,816	47,966	35,791
Governance costs						
Examiner and legal		-	-	494	494	1,664
Payroll preparation		-	-	368	368	307
Licences, subscriptions		-	-	714	714	1,047
		0	0	1,576	1,576	3,018
Total		5,046	0	118,740	123,786	101,015
Net incoming resources		(1,096)	367,000	(56,542)	309,362	(38,714)
Total funds brought forward		8,296	8,178	43,444	59,918	98,632
Transfers		-	(60,000)	60,000	-	-
Total carried forward		7,200	315,178	46,902	369,280	59,918

The notes on pages 11 to 15 form part of these financial statements.

Net incoming resources and the net movement in funds relate solely to activities from continuing operations.

There have been no gains and losses other than those shown above and therefore no separate statement of total gains and losses has been prepared.

BALANCE SHEET

AS AT 31 MARCH 2023

	Note		2023	2022
		£	£	£
Fixed Assets				
Tangible Assets	5		3,523	6,243
Current Assets				
Stock		1,000		500
	(ŕ		
Debtors	6	8,710		12,343
Cash at bank		<u>369,631</u>		<u>46,120</u>
			379,341	58,963
Current Liabilities				
Creditors falling due within one year	7		(13,584)	(5,288)
Net Current Assets			<u>365,757</u>	53,675
Total Assets less Current Liabilities			<u>369,280</u>	<u>59,918</u>
Represented by:				
Accumulated restricted funds	8		7,200	8,296
Accumulated designated funds	8		315,178	8,178
Unrestricted funds	8		46,902	43,444
Total funds			<u>369,280</u>	<u>59,918</u>

Approved by the trustees on 22 January 2024 and signed on their behalf by:

David Mackie CBE, KC

Richard Chaplin FCA

The notes on pages 11 to 15 form part of these financial statements.

CASH FLOW STATEMENT

YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
Cash flows from operating activities	323.511	(43,880)
Change in cash and cash equivalents in the reporting period	323,511	(43,880)
Cash and cash equivalents at the beginning of the reporting period	46,120	90,000
Cash and cash equivalents at the end of the reporting period	369,631	46,120
Reconciliation of cash flows from operating activities		
Net income/(expenditure) for the reporting period	309,362	(38,714)
Depreciation	2,720	3,058
Decrease/(increase) in debtors and stock	3,133	(5,582)
(Decrease)/increase in creditors	8,296	1,652
(Purchase) of fixed assets	0	(4,294)
Net cash used in operating activities	323,511	(43,880)

The notes on pages 11 to 15 form part of these financial statements.

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

Charity information

The Aldeburgh Jubilee Hall CIO ("the CIO") has as its principal objects the provision and maintenance of the Aldeburgh Jubilee Hall ("the Hall") for the use of the inhabitants of and visitors to Aldeburgh.

The CIO is a registered charity (registered number: 1155896) which is incorporated and domiciled in England. The principal address of the CIO is Crabbe Street, Aldeburgh, IP15 5BN.

Principal activity

The principal activities of the CIO are the hire, event management and maintenance of the Hall.

Basis of accounting

These financial statements have been prepared in accordance with the Charities SORP (FRS 102) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The CIO meets the definition of a public benefit entity under FRS 102.

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the CIO has adequate resources to continue in operational existence for the foreseeable future.

Critical accounting judgments and key sources of estimation uncertainty

In the application of the CIO's accounting policies, which are described below, trustees are required to make judgments, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

NOTES TO THE ACCOUNTS (continued)

YEAR ENDED 31 MARCH 2023

Financial instruments

The CIO has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method. Financial assets held at amortised cost comprise cash at bank and in hand, together with trade and other debtors. Financial liabilities held at amortised cost comprise trade and other creditors.

Accounting for income

Incoming resources are recognised in the period in which the CIO is entitled to receipt of the funds if performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Expenditure is included in the statement of financial activities when incurred and includes any attributable VAT which cannot be recovered.

Investments

Listed investments are included on the balance sheet at market value. Realised and unrealised gains (or losses) are credited (or debited) to the Statement of Financial Activities in the year in which they arise. Currently all investments are held as cash deposits.

Funds

Restricted funds comprise monies raised for, or whose use is restricted to, a specific purpose, or contributions subject to donor-imposed conditions.

Designated funds comprise amounts set aside by the trustees for particular purposes.

Unrestricted funds comprise amounts which may be applied towards the CIO's charitable activities at the discretion of the trustees.

Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any cash at bank and cash in hand.

Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

Depreciation

Depreciation is charged on fixtures and fittings on a straight-line basis over 4 years. No depreciation is provided on freehold land, since the trustees consider that the life of the asset and its likely residual value render any depreciation insignificant.

Cash at bank and in hand

Cash at back and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1. Taxation

The CIO is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

NOTES TO THE ACCOUNTS (continued)

YEAR ENDED 31 MARCH 2023

2. Trustees and employees

The trustees are covered by indemnity insurance, the premium for which is paid by the CIO. The cover is included in the comprehensive policy taken out by the CIO and the premium is not separately identified. The CIO has two part-time employees (2022: two).

The CIO utilises the services of several volunteers (including trustees). It also utilises the services of freelance contractors from time to time.

3. Related party transactions

Donations totalling £555 were received from 4 trustees.

The CIO paid for media services of £4,380 to We Are Relish, a business of which Emma Lloyd, a trustee, is a significant shareholder.

The CIO paid £13,380 to Barkway Music Ltd, a company controlled by Ann Barkway for services to the Hall.

4. Freehold Property

The freehold property known as The Jubilee Hall, Crabbe Street, Aldeburgh was originally conveyed on 9 November 1887 by gift to fourteen trustees in trust for the charity then known as The Aldeburgh Jubilee Hall. On 28th September 1970, the successor trustees vested the property in the Official Custodian for Charities to be held in trust for that charity. During the year ended 31 March 2019 a piece of access land was acquired by the Charity. Following the registration of the CIO, the title of the property has been transferred into the name of the CIO.

The trustees do not intend to dispose of any part of the property and do not propose to arrange for a professional valuation of the property, considering that the usefulness of the exercise would not justify the significant cost involved.

NOTES TO THE ACCOUNTS (continued)

YEAR ENDED 31 MARCH 2023

5. Tangible fixed assets

Trade creditors

Accruals

Provisions for fees paid in advance

	2023 £	2022 £
7. Creditors falling due within one year		
	<u>8,710</u>	12,343
Other debtors and prepayments	5,210	9,133
Trade debtors	3,500	3,210
	£	£
6. Debtors	2023	2022
At 31 March 2022		6,243
At 31 March 2023		3,523
Net book value		
At 31 March 2023	=	43,263
Charge for year		2,720
At 1 April 2022		40,543
Depreciation		
At 31 March 2023	=	<u>46,786</u>
Additions		0
At 1 April 2022		46,786
Cost		£

1,090

12,494

<u>13,584</u>

500

4,788

<u>5,288</u>

THE ALDEBURGH JUBILEE HALL CIO NOTES TO THE ACCOUNTS (continued) YEAR ENDED 31 MARCH 2023

8. Funds Fund movements were as follows:

1 VIA 1 110 - C 110 110 - W 2 10 10 10 10 10 10 10 10 10 10 10 10 10	Brought forward	Received	Expended	Transfer	Carried forward
	£	£	£	£	£
Unrestricted Funds	43,444	62,198	(118,740)	60,000	46,902
Designated Funds	8,178	367,000	-	(60,000)	315,178
Restricted Funds:					
Community Arts Fund	900	-	-	-	900
IT/Systems Fund	3,000	-	-	-	3,000
Stage and Lighting Fund	2,896	-	(2,896)	-	-
Catering Equipment Fund	1,500	-	-	-	1,500
Dressing Rooms Fund	-	2,000	(2,000)	-	-
Audio Visual Equipment Fund	-	1,000	-	-	1,000
Other	-	950	(150)	-	800
Total	<u>59,918</u>	<u>433,148</u>	(123,786)	-	<u>369,280</u>

The designated funds have been set aside to support a refurbishment programme for the Hall and also, as required, to support the Hall's funding during re-emergence from the Covid pandemic. The restricted funds are for the specific purposes set out above.

9. Analysis of net assets between funds

	Unrestricted Funds and Designated Funds	Restricted funds	Other funds	Total 2023
	£	£	£	£
Fixed assets	3,523	-	-	3,523
Current assets	372,141	7,200	-	379,341
Creditors falling due within one year	(13,584)	-	-	(13,584)
	<u>362,080</u>	<u>7,200</u>	=	<u>369,280</u>

10. Financial instruments

At the balance sheet date, the CIO held financial assets comprising cash, debtors and stock at amortised cost of £379,341 (2022: £58,963) and financial liabilities comprising creditors at amortised cost of £13,584 (2022: £5,288).

11. Capital commitments

At the balance sheet date, the CIO had no capital commitments (2022: nil).