

Chairman's report on behalf of the Trustees for Capheaton and District Institute for 2018.

The same four Trustees were in place for 2018 as had been in previous years and they all continue to have a hands on input to the running of the village hall and the management of Capheaton and District Institute as we maintain of charitable status.

Our three main interests remain as the provision of a community building for use by all people, the provision of a public bar for evening gatherings of local people and the hugely successful tearoom.

The tearoom brings customers to our village, provides income to sustain our community role and provides part-time employment for five local people. The management of both staffing and produce is of a high level with minimal waste however we are very weather dependant which at times does have an impact on our income levels. The Trustees are very pleased with the level of customer loyalty that exists and the introduction of an active facebook site has enabled us to interact with our customers and bring new people to our village.

The bar continues to tick along nicely providing a meeting point for locals once a week, There are no plans to change this.

The Trustees are aware that the physical structure of the village hall is starting to show its age, much of the timber frame originates from 1921 and that the dimensions and capacities of the building do not adequately reflect usage in current times. It is the intention of the Trustees to start the process of inquiring about funding sources for a possible hall replacement programme, however we must be aware that this is at a very preliminary stage.

The Trustees would like to thank Chris Collins, Steve Coe and Alan Renwick who, as volunteers, have helped with the running of the village hall over the past year.

David Patterson

Chairman of the Trustees for Capheaton and District Institute



CHARITY COMMISSION
FOR ENGLAND AND WALES

CAPHEATON VILLAGE INSTITUTE

522044

Receipts and payments accounts

CC16a

For the period
from

01/01/2018

To

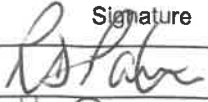
31/12/2018

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
COFFEE SHOP	28,319	-	-	28,319	31,488
BAR	2,795	-	-	2,795	3,433
EVENTS	1,110	-	-	1,110	1,281
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,224	-	-	32,224	36,202
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,224	-	-	32,224	36,202
A3 Payments					
PRODUCE	8,956	-	-	8,956	11,443
DRINK	3,177	-	-	3,177	3,175
WAGES	14,164	-	-	14,164	16,505
REPAIRS	291	-	-	291	828
RENT AND RATES	853	-	-	853	1,137
INSURANCES AND LICENCES	765	-	-	765	732
HEAT AND LIGHT	1,362	-	-	1,362	1,752
THEATRE	948	-	-	948	948
SUNDRY	56	-	-	56	56
BANK CHARGES	-	-	-	-	15
ACCOUNTANCY	354	-	-	354	336
Sub total	30,926	-	-	30,926	36,927
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	30,926	-	-	30,926	36,927
Net of receipts/(payments)	1,298	-	-	1,298	- 725
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,278	-	-	4,278	5,003
Cash funds this year end	5,576	-	-	5,576	4,278

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	BANK	1,517	-	-
	CASH	4,059	-	-
		-	-	-
	Total cash funds	5,576	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	 H. Remick	RS PATTERSON H. Remick	27.10.19 28.10.19



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Trust Name
CAPHEATON VILLAGE INSTITUTE

**On accounts for the year
ended**

31 DECEMBER 2018

**Charity no
(if any)**

522044

Set out on pages

1 TO 2

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent
examiner's statement**

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 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:

Jennifer Hall

Date:

29 October 2019

Name:

Jennifer Hall

**Relevant professional
qualification(s) or body
(if any):**

ICAEW

Address:	BALDWINS ACCOUNTANTS
	32 BRENKLEY WAY, BLEZARD BUSINESS PARK
	SEATON BURN, NEWCASTLE UPON TYNE, NE13 6DS

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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