



Trustees' Annual Report for the period

Period start date				Period end date			
From	30	11	2018	To	29	11	2019

Section A Reference and administration details

Charity name

Red Lion House Charity

Other names charity is known by

RLH

Registered charity number (if any)

1176422

Charity's principal address

233 Horninglow Road North,

Burton upon Trent

Staffordshire

Postcode

DE13 0ST

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Charles Dean	Chairman	From January 2019	Board of Trustees
2	Denise Shaw	Secretary		"
3	Stephen Collier	Treasurer	From January 2019	"
4	Michael Freeman	Chairman	April 2018 – Jan. 2019	"
5	Neville Fowler			"
6	Alyson Bates			"
7	Roy Sutton			"
8	Deneice Florence-Jukes		From 29.11.18	"
9	Chris Cassidy		From 29.11.18	"
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12				
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17				
18				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Election by a majority of Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<ul style="list-style-type: none"> • Trustees have all read the Charity Commission Trustees Guidance document and have signed the Trustee Declaration. The Trustees have adopted comprehensive Code of Conduct and Conflict of Interest policies. • The Charity has a Chairman, a Responsible Trustee (ie Secretary) and a Treasurer. <p>It has liaised extensively with the local Parish and Borough Councils, S. John's Church Hall Trustees and other local organisations with an interest in using the building. Also networking with Support Staffordshire and Marston's Brewery. (RLH was their first pub.)</p> <p>Leasing of Red Lion House building from S. John's Church Hall Managing Trustees, under the auspices of the Lichfield Diocesan Trust.</p>	
	1.
	2.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The charity's objects are:
 To further or benefit the residents of Horninglow (a suburb of Burton upon Trent in East Staffordshire), and the neighbourhood and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary, charitable and other organisations in a common effort to:

- advance education;
- provide and maintain facilities for the use of:
 - meetings, lectures and classes, and
 - other forms of recreation and leisure-time occupation;
- in the interests of:
 - social welfare;
 - social welfare for recreation;
 - leisure time occupation;
 - individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances;
 - or the public at large;
 - and with the object of improving the condition of life of the said inhabitants.

In furtherance of these objects but not otherwise, the trustees shall have power to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any other charity and/or statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In the 1940's a small Church Hall was built on land purchased by public subscription. This was replaced in the 1960's by a larger building on the same site, partly funded by sale of some of the land. The new building and residual capital was held in trust by the Lichfield Diocesan Trust

By the early 2000's the old hall was being used much less, and was falling into disrepair. The Trustees started to look at either major refurbishment or rebuilding.

The Trustees then considered a new build in a part of the extensive graveyard, and plans were drawn up and presented for planning approval.

There was considerable vocal and press opposition from a small number of people from Burton

At that time, the old Red Lion Pub in the corner of the graveyard came up for auction. This was one of Marston's first pubs, built in the 1840's, before S. John's Church.

The Architect's advice was that the building was sound, and would be suitable for conversion into a useful community centre, with function rooms, offices, toilets, kitchen facilities and storage on two floors, with a lift. Initial drawings looked very exciting.

After consultation with the Diocesan solicitors, the building was purchased at auction for £84,000.

By this time, the old hall was no longer useable, and was sold to Trent & Dove Housing for social housing and warden controlled flats, for about £300,000.

Planning and preparation
 Planning permission was obtained from ESBC to convert the building into a Community Centre, with a large ground level meeting room, kitchen and toilets, a lift to the upper floor with smaller

meeting rooms, offices and kitchen space on that level.

The Architect's plans were put out to tender, and two good quotes were received, the best one being from the long established Horninglow building firm of Forbes West.

Prior to and during this process, various potential users of the new building were approached, questionnaires completed and contacts established with many different groups. There was widespread interest in people wanting to use the facilities. In 2015, over 4,000 leaflets were distributed around Horninglow, giving an update on the project.

On further advice from the solicitors, the Trustees applied for an Albemarle scheme from the Charities Commission, by which the pub could be treated as a 'Village Hall' rather than purely a Church hall, thereby allowing a much wider scope for community use.

A new Community Charity – Red Lion House Charity (RLH) was set up, and a lease drawn up legally to allow this charity to manage the development and running of the building. Trustees for the new charity include the local MP, the local secondary school CEO, a local school chair of governors, a buildings project manager, a retired council planning officer and various other members of the community of Horninglow

The Constitution of Red Lion House Charity has been drawn up by solicitors with guidance from the Charity Commission. The lease has also been drawn up in collaboration with the Charity Commission under their Scheme for Village Halls previously known as an Albemarle Scheme.

Trustees will have had access to the Charity Commission document 'Guidance on becoming a Charity Trustee'.

ails of objectives and activities (Optional

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Initial preparation of the building for building work, including stripping out of all internal fixtures and fittings, was carried out by local volunteers.

All management and administration is done by volunteers. This includes Funding applications, fund raising events, Charity accounts including the Independent Examiner, preparation of policies etc.

The Project manager is an unpaid volunteer and Trustee.

Section D

Achievements and performance

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In the year 2018-9, the main activities and achievements related to fund-raising and commencement of building work.

May 2018 – we started holding a monthly coffee morning, attended by members of the local community, who also gave generous donations.

December 2018 – A large grant was awarded by the Veolia Environmental Trust, the first tranche of money was received in March 2019.

March 2019 – The Consolidated Charities of Burton awarded a large grant, received in April 2019, just into the next financial year.

March 2019 – A grant of £99,000 was awarded by The Reaching Communities Lottery Fund, now being released in tranches as building work progresses.

May 2019 – Pre-start meeting with Contractors and Architect

July 2019 – work starts on Phase 1b

August - Big fund-raising meal

Fund-raising concerts in July and October

Other small grants have also been given, eg Strachan and Buxton Trust (£3,000), East Midlands Airport Charitable Trust (£1,050) and Councillor Bernard Peters (£1,200).

Aug/Sept/Oct site meetings with Contractor, Architect, Project manager/Deputy and another Trustee to monitor progress on build and agree interim invoices.

November 2019 – meeting on site with Tom Pine – Lottery Advisor - to carry out 6 month review.

The Trustees have met monthly to put in place all necessary policies and procedures, with further smaller groups of Trustees looking at specific items in between.

We have also kept in touch with potential users of RLH via letter or email.

Section E

Financial review

Brief statement of the charity's policy on reserves

Once the building is open, the aim is for it to be self-financing, with income from users covering all operating costs.

There is sufficient funding to complete Phase 1b of the project.

Once finished, the Trustees will look to complete Phase 2, which will give more amenities on the first floor, increasing scope for more community involvement. This will involve further fund raising.

Details of any funds materially in deficit

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Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

RED LION HOUSE CHARITY**ACCOUNTS FOR Y/E 05-04-2019**

Balance Sheet 05-04-2019	(2019) £	(2018) £	UNAUDITED	(2019)	(2018)
Current Account	72458.48	44067.69			
Cash	102.47	76.20			
Total	72560.95	44143.89			
Surplus (Deficit) for year	28417.06	44143.89			

Source of Funds	£	£	Use of Funds	£	£
Grants and Donations (1)	27124.28	4555.35	Solicitors' Fees		979.00
Gift Aid	1103.96	361.53	Building Insurance	755.60	743.00
Events (2)	1496.27	4746.50	Rent	50.00	50.00
Rates Rebate		3709.09	Power	96.89	95.11
			Water	39.34	37.60
			Builders		146871.26
			Stationery and Printing	96.50	59.34
			IT	15.54	21.48
			Trustee Indemnity Insurance	253.58	42.00
			To Balances	28417.06	
Total	29724.51		Total	29724.51	

Notes

1)	
Funeral Donations (Rita £2750)	2972.28
Personal Donations	725.00
Veolia Environmental Trust	19427.00
The Rank foundation Ltd	4000.00
2)	
Bingo	410.00
Brownies	110.00
Other Events	976.27

Bank Reconciliation

Balance from Statement	72491.25
Previous Uncashed Payments (+)	0.00
Current Uncashed Payments (-)	-32.77
Previous Uncashed Receipts (-)	0.00
Current Uncashed Receipts (+)	0.00
Balance for Record	72458.48

R. Hodgkins

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Report to the trustees on the accounts of the 'Red Lion House Charity'

Y/E 05-04-2019

My examination included a review of the accounting records kept by the charity and explanations given by trustees, when requested.

A full audit was not undertaken.

In the course of my examination, no matter came to my attention which gave me reason to believe, that in any material respect, the accounts do not reflect the true financial position of the charity and that the accounts have been kept in sufficient detail for me to reach this conclusion.

A handwritten signature in black ink, appearing to read 'R. Hodgkins', with a long, sweeping horizontal stroke extending to the right.

Richard Hodgkins