

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE CASTLEGATE HOUSE CHARITABLE TRUST
REGISTERED NUMBER 1047365
YEAR ENDED 31 MARCH 2023

I report to the Trustees on my examination of the accounts of the Castlegate House Charitable Trust ("the Trust"), for the Year Ended 31 March 2023, which are set out on the pages marked 1 to 3 as attached.

Responsibilities and basis of report

As the charity trustees of the Trust 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

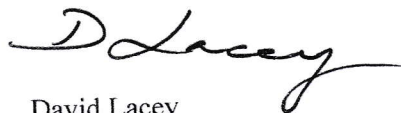
I have completed my examination.

I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.

Signed:



Name: David Lacey
FCCA

Date: 25 August 2023

Address David Lacey & Co
Chartered Certified Accountants
Castlegate House
Castlegate
York

THE CASTLEGATE HOUSE CHARITABLE TRUST
REGISTERED NUMBER 1047365
GENERAL FUND
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
INCOME		
RENTS RECEIVED	11,094	11,515
LODGES	16,688	12,513
OCCASIONAL LETTINGS	26,048	25,175
TENANTS	2,664	2,424
CAR PARKING	4,020	2,473
CATERING LEVY	0	12,000
CORONAVIRUS SUPPORT RECEIVED	1,500	678
200 CLUB FUND RAISING	1,162	1,084
ELECTRICITY RECHARGED (METERED)	2,940	250
DONATION		
	<hr/> 66,116	<hr/> 68,112
EXCESS OF EXPENDITURE OVER INCOME	0	0
	<hr/> <hr/> 66,116	<hr/> <hr/> 68,112
EXPENDITURE		
WAGES	4,608	4,608
INSURANCE	6,161	5,706
HEATING & LIGHTING	10,705	8,899
RATES & WATER	1,904	1,084
REFUSE COLLECTION	728	270
BUILDING UPKEEP COSTS	6,651	6,905
BUILDING REPAIRS	21,646	39,637
EXAMINER'S FEE (TWO YEARS)		660
	<hr/> 52,403	<hr/> 67,769
EXCESS OF INCOME OVER EXPENDITURE	13,713	343
	<hr/> <hr/> 66,116	<hr/> <hr/> 68,112

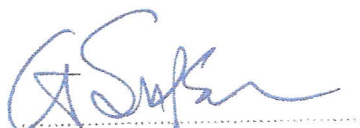
THE CASTLEGATE HOUSE CHARITABLE TRUST
REGISTERED NUMBER 1047365

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2023

- 1 The Trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the Accounts on a receipts and payments basis.
- 2 The General Fund is an Unrestricted Fund.
- 3 All of the Fixed Assets are retained for the charity's own use.
- 4 The only liability of the fund at the year end was examiner's fees. (2021: Examiner's fees.)
- 5 The Trustees have dispensed with making provision for depreciation of equipment on an annual basis. All equipment owned by the trust is kept in good repair and all repairs and replacements are charged to the Income and Expenditure Account as they are incurred.

APPROVAL OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

The report and Accounts were approved at a meeting of the Trustees held on
15 August 2023.



Signature



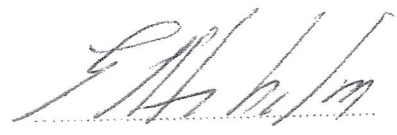
Name



Position



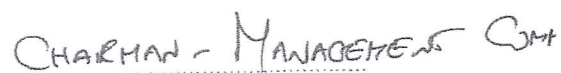
Date



Signature



Name



Position



Date

THE CASTLEGATE HOUSE CHARITABLE TRUST
REGISTERED NUMBER 1047365
GENERAL FUND
BALANCE SHEET
YEAR ENDED 31 MARCH 2023

		2023	2022
FIXED ASSETS	EQUIPMENT	TOTAL	TOTAL
	£	£	£
COST			
BALANCE 1 APRIL 2021	100,887	100,887	100,887
ADDITIONS	0	0	0
DISPOSALS	0	0	0
BALANCE 31 MARCH 2022	100,887	100,887	100,887
DEPRECIATION			
BALANCE 1 APRIL 2021	95,887	95,887	95,887
CHARGE IN YEAR (Prev 25% RB)	0	0	0
ADJUSTMENT - DISPOSALS	0	0	0
BALANCE 31 MARCH 2022	95,887	95,887	95,887
NET BOOK VALUE	5,000	5,000	5,000
CURRENT ASSETS			
BANK ACCOUNT		70,722	57,009
NET ASSETS		<u>75,722</u>	<u>62,009</u>
GENERAL FUND			
BALANCE BROUGHT FORWARD 1 APRIL		62,009	61,666
ADD: EXCESS OF INCOME OVER EXPENDITURE (GENERAL)		13,713	343
LESS: EXCESS OF EXPENDITURE OVER INCOME (GENERAL)		0	0
BALANCE CARRIED FORWARD 31 MARCH 2023		<u>75,722</u>	<u>62,009</u>



Trustees' Annual Report for the period

Period start date
From Day Month Year
1st April 2022

Period end date
To Day Month Year
31st March 2023

Section A

Reference and administration details

Charity name THE CASTLEGATE HOUSE CHARITABLE TRUST

Another names charity is known by None

Registered charity number (if any) 1047366

Charity's principal address

Castlegate House

Castlegate

York

Postcode

YO1 9RP

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	G Simpson	Chairman - Agricola		
2	K Lawn	Agricola		
3	C Fenwick	Francis Drake of York		
4	B Flint	Francis Drake of York		
5	R Dewhurst	Alcuin		
6	M Iveson	Alcuin		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

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	Trust Deed
How the charity is constituted	Charitable Trust
Trustee selection methods	Elected by each of the Constitutional Lodges

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.

The Trust employees a management committee to undertake the daily running of the Trust. The Committee consists of twelve brethren, four from each of the constitutional lodges.

The Chairman is: E.S. Helsdon
The Secretary is: J.I Pigott
The Treasurer is J.C. Sharpe

The duties:

- Ensure the building maintenance is in good order
- Payment of all bills in good time
- To ensure the income is as high as possible
- Bi Monthly meetings take place with the trustees

Section C Objectives and activities

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

TO PROMOTE THE PRESERVATION AND MAINTENANCE OF CASTLEGATE HOUSE AS A BUILDING OF HISTORIC AND ARCHITECTURAL INTEREST FOR THE BENEFIT OF THE PEOPLE OF YORK AND THE NATION AT LARGE

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)

We (the trustees) confirm that we have complied with the duty in section 4 of the 2006 Act to have due regard to guidance on public benefit published by the commission' (7.3.1) see below

7.3.1 Matters that all charities must report

The report should provide information to help the user understand how the charity's aims fulfil its legal purposes, the activities it undertakes and what it has achieved. All charities must provide in a brief summary:

- a description of the purposes of the charity
- the main activities undertaken by the charity to further its charitable purposes for the public benefit
- contain a statement by the charity trustees as to whether they have complied with the duty in section 4 of the 2006 Act to have due regard to guidance on public benefit published by the commission

All charities preparing accounts on an accruals basis should also refer to the applicable SORP for any additional requirements for what the SORP terms 'larger charities' (currently gross income of £500,000 or more).

The main activities we undertake to comply with the above statement are:

- To comply with a self-induced building repair and maintenance plan.
- To ensure the water integrity of the building (roof – guttering, windows and walls).
- To ensure that the building frontage is kept in a good state of repair and decoration.
- That the interior of the building especially the Lodge Room, dining room, bar and hall-ways are in a state of good repair and decoration.
 - The above may seem straightforward, but as the building is grade 1 listed, all building work has to comply with the regulations of listed buildings which in short means an expensive maintenance schedule.
- Finally, to have two open days per year for the York residents and any other interested parties from the UK and abroad.

Additional details of objectives and activities (Optional information)

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

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

In addition to the normal income generated. The fund receives ad-hoc donations from the constituent lodge members.

Chairman's Report (Summary of the main achievements of the charity in the Year)

Note: suggest that the Chairman of the Trust and the Management committee produce a combined report (JCS)

The last year has seen outstanding work and snagging completed. The house is now in a far better state both inside and out than it has been for many years. The work done over the last year includes the following: -

Removing of the left-hand car park bollard and installing an assisted servo bollard after complaints from users that the old one was too heavy. This has proved to be a great success and better use made of it in keeping the car park secure.

Rear of the house Gutter lead work is now completed to ensure waterproofing.

Repairs and treatment for damp in the walls of the basement kitchen have been carried out and all is well in that area and to our tenants' satisfaction. It proved to be expensive but very necessary work.

A new carpet has been fitted in the robing room, replacing the old threadbare carpet which had been down for many years. This was well received by our members and has improved the appearance of the room considerably.

A leak in the central heating boiler on the top floor was found and repaired after a lot of searching. The leak however damaged the ceiling paintwork in the dining room and that was repaired using self-help.

All radiators were bled and the system is now up to standard although two more mains water leaks occurred - one in the store room on the mezzanine floor - this was an old lead pipe which had cracked - the other leak was a faulty inlet valve in the header tank in the kitchen. Both were repaired and replacement items used as required.

Minor items needing attention and repair/replacement were the stair lift chairs, - new footrest telescopic springs, the door to the back stairs - broken hinges replaced and other work completed to ensure we keep the high standard expected of organisations that rent our facilities.

Internal painting has been completed where required after the leakage events and after the scaffolding was removed, and particularly in Suite 4.

Servicing and safety checks (kitchen, heating, bollards, Alarm systems etc have been carried out as required.

All in all, it has been a good year for attending to the minor items on the plan thus making the house more welcoming to both business tenants and renting community

As chairman I thank most sincerely the members of the committee who give their time and energy freely and at length to keep the house in good order and fit for purpose. We remain in good standing financially and for this I thank our hard-working treasurer, W Bro Jack Sharpe. It would be remiss not to mention W Bro Jim Pigott who looks after the admin as secretary to the committee with great efficiency and I thank him for his unmatched common sense and tolerance with us all.

E S Helsdon
Chairman, Castlegate House Charitable Trust Management Committee.

G. Simpson
Chairman, Trustees.

Section E

Financial review

Brief statement of the charity's policy on reserves

The General account (CHCT) is in a healthy state.

Details of any funds materially in deficit

No deficits

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.

The Annual income for the Trust is made of the following sources:

- The four Tenants (34%)
- The four Constituent Lodges (33%)
- The 30+ organisations that hire rooms (25%)
- Income from the restaurant (8%)
- Please note the percentages will vary from year to year

Section F

Other optional information

None

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signature(s)

George Simpson *Eric Steven Helsdon*

Full name(s)

George Simpson

Eric Steven Helsdon

Position (eg Secretary, Chair, etc)

Trustee Chairman

Management Committee Chairman

Date

10th August 2023