



# Trustees' Annual Report for the period

Period start date				Period end date		
Day	Month	Year		Day	Month	Year
From 1st	April	2023	To	31st	March	2024

## 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	Acting Chairman - Agricola		
2 K Lawn	Agricola		
3 C Fenwick	Francis Drake of York		
4 M Iveson	Alcuin		
5			
6			
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 (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	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 employs 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

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).*

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)

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.

## Section D

## Achievements and performance

**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)

We have had another busy year and the house is now in a very good state externally. Our finances are now good enough to enable us to get other long delayed items refurbished, changed and brought to a good standard.

A new dishwasher has been purchased (when the old one gave up the ghost after a very long time of good service), plumbed into the kitchen and the kitchen flooring repaired – this repair is only a temporary fix as later this year the kitchen is being refurbished and the flooring completely renewed.

The chairlift to the lodge room stopped working completely and had blown a fuse and is showing signs typical of its long life with us – over 20 years – so we are looking at solutions/options for all of the 3 chair lifts.

We had problems with the rendering at the back of the house which was repaired and restored. The same contractor also replaced the external floodlights timer and breaker thus enhancing the appearance of the house (and the security) during the hours of darkness. The intruder alarm failed to properly reset and was so old that spares were no longer available. The system controller was replaced with a modern version, new fobs coded and issued and other minor rectification to the system carried out. It was deemed necessary to take out a contract to have the system serviced annually and this has been arranged.

We have been experiencing problems with the central heating system and this year had to have the timer replaced. However, the boiler has been in for almost 30 years and decided that it would be better for the house and its users if we brought the heating up to date. This has been arranged and there will be more of this on next year's report.

All of the usual required servicing, safety checks, weed killing and inspections have been carried out as and when they fell due. Our tenants seem happy and remain in contract.

Again, 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 are steadily returning the house to its former glory, inside and outside, maintaining it as the best example of John Carr's work and design and comfortable for the people who use it. We remain sound financially and again I thank our hard-working treasurer, W Bro Jack Sharpe for all that he does. W Bro Jim Pigott, our secretary, has given notice of resignation later this year and he will be sadly missed and on behalf of the committee I thank him for all of the hard work that he has put in on our behalf as well as for his unmatched level headedness and patience with us all.

E S Helsdon

Chairman, Castlegate House Charitable Trust Management Committee.



## 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

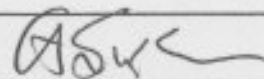
None

## Section G

## Declaration

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

Signature(s)




Full name(s)

George Simpson

Eric Steven Helsdon

Position (eg Secretary, Chair, etc)

Acting Trustee Chairman

Management Committee Chairman

Date

12<sup>th</sup> September 2024

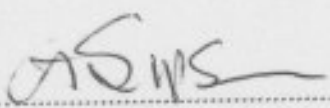
**THE CASTLEGATE HOUSE CHARITABLE TRUST**  
**REGISTERED NUMBER 1047366**

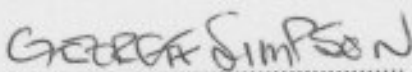
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 MARCH 2024**

- 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. (2023: 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 2024**


The report and Accounts were approved at a meeting of the Trustees held on  
22 August 2024+B130

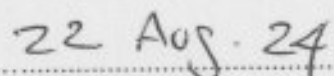
  
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Signature

  
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G SIMPSON

Chairman - Trustees

22 August 2024

  
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Signature

  
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E S HELSDON

Chairman - Management Committee

22 August 2024

**THE CASTLEGATE HOUSE CHARITABLE TRUST**  
**REGISTERED NUMBER 1047366**  
**GENERAL FUND**  
**BALANCE SHEET**  
**YEAR ENDED 31 MARCH 2024**

		2024	2023
<b>FIXED ASSETS</b>	<b>EQUIPMENT</b>	<b>TOTAL</b>	<b>TOTAL</b>
	£	£	£
<b>COST</b>			
BALANCE 1 APRIL 2023	100,887	100,887	100,887
ADDITIONS	0	0	0
DISPOSALS	0	0	0
BALANCE 31 MARCH 2024	<u>100,887</u>	<u>100,887</u>	<u>100,887</u>
<b>DEPRECIATION</b>			
BALANCE 1 APRIL 2023	95,887	95,887	95,887
CHARGE IN YEAR	0	0	0
ADJUSTMENT - DISPOSALS	0	0	0
BALANCE 31 MARCH 2024	<u>95,887</u>	<u>95,887</u>	<u>95,887</u>
<b>NET BOOK VALUE</b>	5,000	5,000	5,000
<b>CURRENT ASSETS</b>			
BANK ACCOUNT		85,522	70,722
<b>NET ASSETS</b>		<u>90,522</u>	<u>75,722</u>
<b>GENERAL FUND</b>			
BALANCE BROUGHT FORWARD 1 APRIL		75,722	62,009
ADD: EXCESS OF INCOME OVER EXPENDITURE (GENERAL)		14,800	13,713
LESS: EXCESS OF EXPENDITURE OVER INCOME (GENERAL)		0	0
BALANCE CARRIED FORWARD 31 MARCH 2024		<u>90,522</u>	<u>75,722</u>



**THE CASTLEGATE HOUSE CHARITABLE TRUST**  
**REGISTERED NUMBER 1047366**  
**GENERAL FUND**  
**INCOME AND EXPENDITURE ACCOUNT**  
**YEAR ENDED 31 MARCH 2024**

	2024 £	2023 £
<b>INCOME</b>		
RENTS RECEIVED		
LODGES	11,922	11,094
OCCASIONAL LETTINGS	14,889	19,628
TENANTS	26,656	26,048
CAR PARKING	2,664	2,664
CATERING LEVY	3,353	4,020
200 CLUB FUND RAISING	1,500	1,500
ELECTRICITY RECHARGED ( METERED )	1,432	1,162
	<hr/>	<hr/>
	62,416	66,116
 <b>EXCESS OF EXPENDITURE OVER INCOME</b>	 0	 0
	<hr/>	<hr/>
	<b>62,416</b>	<b>66,116</b>
 <b>EXPENDITURE</b>		
WAGES	4,416	4,608
INSURANCE	7,112	6,161
HEATING & LIGHTING	12,417	10,705
RATES & WATER	1,389	1,904
REFUSE COLLECTION	779	728
BUILDING UPKEEP COSTS	5,472	6,651
BUILDING REPAIRS	15,671	21,646
EXAMINER'S FEE	360	
	<hr/>	<hr/>
	47,616	52,403
 <b>EXCESS OF INCOME OVER EXPENDITURE</b>	 14,800	 13,713
	<hr/>	<hr/>
	<b>62,416</b>	<b>66,116</b>

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF THE CASTLEGATE HOUSE CHARITABLE TRUST**  
**REGISTERED NUMBER 1047366**  
**YEAR ENDED 31 MARCH 2024**

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 2024, 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: 6 September 2024

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