

**Haltwhistle Partnership Limited**

**Financial Statements for the year ending  
31<sup>st</sup> March 2021**

Company Registration Number 3324145

Charity Number 1062486

# **Haltwhistle Partnership Limited**

## **Financial Statements for the year ending 31<sup>st</sup> March 2021**

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# **Haltwhistle Partnership Limited**

## **Members of the board and professional advisors**

<b>Registered Office</b>	Westbourne House Main Street Haltwhistle NE49 0AZ
<b>Trustees</b>	Mr. M Bell Mr. J Clark Cllr. J Elliott Mrs. J Gibbon Mrs. V Gibson Cllr. I Hutchinson Mrs. L Ogle Dr. G.Ridley Mr. J Scott Cllr. A Sharp Cllr. T Teasdale Mr. L Thompson Mrs. R Wood
<b>Secretary</b>	Miss E Walton
<b>Independent Examiner</b>	Mr Giles Storey The Books Accountants Ltd Westbourne House Main Street Haltwhistle NE49 0AZ
<b>Bankers</b>	Unity Trust Bank PLC Nine Bridleyplace Birmingham B1 2HB  Cumberland Building Society Cumberland House Castle Street Carlisle CA3 8RX
<b>Solicitor</b>	Cartmell Shepherd Main Street Haltwhistle NE49 9AB

## **Annual Report 2021**

The Partnership's mission is to strive for a vibrant and sustainable community, through collaborative action to manage change for the benefit of local people. It recognises that change is inevitable and seeks to be proactive in managing this change so that opportunities and benefits are maximised, and risks and threats are minimised.

With respect to core funding, the Partnership is very grateful to the ongoing commitment from Haltwhistle Town Council in supporting the regeneration and enabling role of the Partnership and its continued support for our older people's project. Financial sustainability remains a central operational priority for the Partnership and the trustees have continued to minimise outgoings to this effect. The diversification of income through property rentals has enabled the Partnership to generate a firm financial base to continue to deliver on key priorities.

The year 2020-21 has been dominated by the impact of the covid-19 pandemic. The Partnership quickly moved to a remote working basis as far as possible and adjusted activities to operate within government guidelines at all times. Projects have focussed on the following:

### **Work with Older People**

Our Older People's project is a flagship for the Partnership providing greatly needed support and social opportunities for older people from the local area. The monthly luncheon club and weekly drop-in were forced to close their doors for most of the year with the Partnership striving to ensure support was available where needed. This was achieved by regular contact by phone and outdoor networking and additional activities including the delivery of over 150 prepared meals at Christmas to project participants funded through Community Action Northumberland's Warm Hubs scheme and activity packs provided by Age Concern.

### **Community Garden**

The volunteer gardeners also ceased to be able to operate for much of the year, although were able to commence activities when lockdown restrictions were eased. When possible, the community gardeners worked on the community garden at the rear of Westbourne House, and also various tubs and beds around the town. These areas are both a credit to the town and the volunteers.

### **Young and Sweet**

Young and Sweet Youth Club continue to deliver independently, as a separate charity. They became independent in October 2013, but the Partnership continues to have close links and support the organisation.

During the year, the partnership continued to progress the transfer of the Hillside building to Young and Sweet to enable further development of the services available. The transfer was initiated following agreement from Northumberland County Council.

### **ZigZag Days Project**

The very successful ZigZag days project has been running since 2017 with funding currently being secured on an annual basis. The project targets people who feel isolated due to disability, unemployment, mental health or other issues and offers friendship and trips to visit local beauty spots, sites of cultural or historical significance and other places of interest in the area.

During 2020 trips had to be curtailed due to the pandemic. However, small groups of participants have been able to come together at various times throughout the year as permitted within government regulation and guidelines.

### **Community Energy Project Feasibility**

The Partnership supported the Haltwhistle Swimming & Leisure Centre to access funding to explore the feasibility of extracting heat from mine water beneath Haltwhistle to heat the pool and adjacent properties and to assess the potential for hydro and solar powered generation. The Partnership successfully project managed the feasibility study which commenced in February 2020 and was completed in March 2021. Based on the findings, the Partnership agreed to progress additional funding applications to further develop the recommendations from the study.

### **Haltwhistle Karbon Community Fund**

Following a community appraisal carried out by Karbon Homes in 2019, agreement was reached to jointly operate a community fund to help build on the appraisal findings through a series of potential local project activities. Karbon agreed that the Partnership manage the fund over a 2-year period. A steering group was established made up of a range of local stakeholders and residents and, although delayed by the pandemic, the fund opened for applications in 2020 with initial grants being awarded to eligible local projects.

### **Our Future Places and Journeys Project**

Haltwhistle was chosen as one of 3 towns in England to take part in a pilot project being run by the Royal College of Art and the Transport Planning Society. The aim of the project was to help communities reimagine the places where they live and journeys they make. Local people of all ages engaged with the project via questionnaires, online events and phone calls and the outcome was presented via a report that shared the values, likes, dislikes, thoughts and ideas of those contributing in a creative rather than a statistical manner. More details can be accessed via the Partnership's website under Current Projects.

### **Zero Waste Shop Proposal**

Consultation carried out with respect to the establishment of a potential 'zero waste' shop in Haltwhistle demonstrated a good level of local support. The project will be developed through a separate Community Interest Company but was paused during 2020 due to the covid-19 pandemic.

### **Library Building Feasibility**

Agreement was reached with Northumberland County Council to undertake feasibility into alternative models of operation of the current library building as a mechanism to underpin the continued operation of a successful library service in the town and to create a sustainable community hub. The feasibility study was substantially completed during the year with a final report anticipated in 2021.

### **Property**

As a Development Trust, a key feature of our work is to utilise the property we own to improve the economic, social and community provision within the town. These assets provide an additional income stream to enable us to continue with our core activities.

### **□ Hardware House**

Hardware House comprises a ground floor retail unit with 5 residential flats on the 2 floors above and behind. The retail unit continues to be let to the Centre of Britain Army Surplus Store. Of the 5 flats, all have been continuously let throughout the year.

#### □ **Westbourne House**

Westbourne House comprises 2 ground floor retail units together with 4 small offices and a former training room to the upper two floors. One of the ground floor units has continued to be occupied by the Partnership as a one stop shop facility for local people and visitors alike. We normally offer information, advice and guidance on a wide range of subjects helping job seekers, walkers, cyclists, web-surfers and older residents. This activity was curtailed during the pandemic. The second retail space is let to a local business, the Pillar Box Café. Until September 2020, 3 of the upper floor offices together with the former Training Room continued to be let to a local business. Following their departure to larger premises in the town, the Partnership secured funding to explore the potential conversion of the upper floors to residential units. This feasibility will be completed in 2021. In the meantime, offices will continue to be let as demand emerges.

#### □ **Water Tower**

The Partnership's Water Tower, a Grade 2 listed building on the station yard at the railway station, continued to be rented to a local business in order to facilitate their further development.

Many thanks are extended to all our funders without whom we would not have been able to deliver our projects. Thanks to the board of Trustees for their continued enthusiasm and effort, to the volunteers and staff for their ongoing work and commitment to the Partnership.

The Partnership remains focussed on maintaining financial viability into the future, maintaining its assets to a high level and maximising occupancy as far as possible. Financial stability in recent years has enabled the Partnership to look at its future strategy and develop a new Action Plan which was formally launched in September 2019. Whilst maintaining a strong core function, the plan promotes partnership working and support for initiatives to bring benefit to our local communities.

## **Haltwhistle Partnership Limited**

### **Trustees' Annual report for the year ending 31<sup>st</sup> March 2021**

The trustees, who are also directors for the purpose of company law, present their report and the unaudited financial statements of the charity for the year ending 31<sup>st</sup> March 2021

#### **The Trustees**

**The trustees who served the charity during the period were as follows:**

<b>Name</b>	<b>Date</b>	<b>Date</b>	<b>Date</b>	<b>Date</b>
	<b>Joined</b>	<b>Resigned</b>	<b>Re-Joined</b>	<b>Resigned</b>
Mr M Bell	06.09.17	14.10.20	14.10.20	
Mr J Clark	11.09.19	14.10.20	14.10.20	
Cllr J Elliott	25.10.19			
Mrs J Gibbon	11.09.19			
Cllr V Gibson	11.09.19			
Cllr I Hutchinson	12.09.18			
Mrs L Ogle	06.09.17	14.10.20	14.10.20	
Dr G Ridley	12.09.18			
Mr J Scott	28.03.18	14.10.20	14.10.20	
Cllr A Sharp	07.09.16			
Cllr T Teasdale	07.09.16			
Mr LJ Thompson	12.09.18	11.09.19	14.10.20	
Mrs R Wood	06.09.17	14.10.20	14.10.20	

## **Structure, Governance and Management**

### **Governing Document**

The charity (Registration number 1062486) was incorporated on 25<sup>th</sup> February 1997 as a company limited by guarantee (registered number 3324145)

### **Organisational Structure**

The charity and its property is administered and managed by the executive committee which consists of 14 members.

All the appointed trustees will serve three years and a third will resign each year by rotation. The trustees appointed from the floor at the AGM serve for a period of one year. On resignation the person is eligible for re-election at the AGM if they so wish.

### **Responsibilities of the Trustees**

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Trustee Recruitment, Induction and Training**

The executive committee shall consist of 14 members and are to be appointed as follows:

Two members elected at the AGM

Three members appointed by Haltwhistle Town Council

One member from each of the following organisations:~

Northumberland County Council

Haltwhistle Tourism Association

Haltwhistle Chamber of Trade

Churches Together in Haltwhistle

A representative from each of the three hinterland areas as defined as follows:

West Tyne Area ~ Coanwood, Hartleyburn, Plenmeller with Whitfield, Knarsdale with Kirkhaugh and Featherstone Parishes.

East Area ~ Henshaw, Bardon Mill and Melkridge Parishes

West Area ~ Greenhead and Thirlwall Parishes

## Two Members Not Appointed/Representing any Organisation

If the aforementioned organisation or their successors in title are unable to nominate a member then the Partnership Board can co-opt a trustee in place of the nomination for the ensuing year. The co-option will be for one year only. The nominating organisation will retain the right to nominate a trustee for the following year, but will lose the right to nominate a trustee for the current year once the Board has exercised its' right of co-option. When exercising its right of co-option the board will take note of the activities of the nominating body but is not bound by this proviso when making a co-option.

## **Objectives and Activities**

The principle activities of the charity are the support or promotion of any other charitable purpose for the relief of poverty, the advancement of education (including vocational training), the advancement of religion or any other charitable purpose for the benefit of the community of Haltwhistle and surrounding area.

# **Haltwhistle Partnership Limited**

## **Independent Examiners Report**

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2021, which are set out on pages 9 to 16.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Mr Giles Storey FCA  
The Books Accountants Limited  
Westbourne House  
Main Street  
Haltwhistle  
NE49 0AZ

### **Independent Examiner**

Mr Giles Storey has been appointed as independent examiner for the year.

Signed on behalf of the trustees

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**Statement of financial activities for the year ending  
31st March 2021**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Incoming resources</b>					
Incoming resources from generating funds:					
Voluntary income		0	1,510	1,510	7,326
Activities for generating funds	2	31,220	19,668	50,888	46,815
Investment income		456	0	456	458
Incoming resources from charitable activities	3	12,000	22,932	34,932	146,770
		<u>43,676</u>	<u>44,110</u>	<u>87,786</u>	<u>201,369</u>
<b>Resources expended</b>					
Cost of generating funds					
Voluntary	4	0	5,522	5,522	4,949
Charitable activities	4/5/6	57,743	15,748	73,491	70,444
Governance costs	7	1,125	0	1,125	1,025
<b>Total resources expended</b>		<u>58,868</u>	<u>21,270</u>	<u>80,138</u>	<u>76,418</u>
Net incoming resources before transfers		-15,211	22,840	7,648	124,751
Transfer between funds		44,593	-44,593	0	0
<b>Net income for the year</b>		29,401	-21,753	7,648	124,751
Total funds brought forward		55,181	719,818	774,999	650,248
Total funds carried forward		<u>84,582</u>	<u>698,065</u>	<u>782,647</u>	<u>774,999</u>

**Haltwhistle Partnership Ltd**  
**Company Registration Number 3324145**

**Balance sheet as at**  
**31st March 2021**

		2021		2020	
	Note	£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	8		551,279		566,576
<b>Current Assets</b>					
Debtors	9	1,183		82,314	
Cash at bank		233,176		129,848	
		<u>234,359</u>		<u>212,162</u>	
<b>Creditors : amounts falling due</b>					
within one year	10	<u>2,991</u>		<u>3,739</u>	
<b>Net current assets</b>			<u>231,368</u>		<u>208,423</u>
<b>Total assets less current liabilities</b>			<u>782,647</u>		<u>774,999</u>
<b>Funds</b>					
Restricted funds	11		698,066		719,818
Unrestricted Funds	12		84,581		55,181
<b>Total Funds</b>			<u>782,647</u>		<u>774,999</u>

**Notes to the financial statements for the year ending  
31st March 2021**

**1 Accounting Policies**

**Fund accounting**

General funds are unrestricted funds which are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity and have not been designated for any other purpose.

Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors. The aim and use of each fund is set out in the notes to the financial statements

**Income**

All incoming resources in the form of cash have been included in income.

Donations and grants are credited to the income and expenditure account on a receipts basis, gross of income tax where applicable.

Gifts in kind have been shown separately in the statement of financial activities and capitalised in the balance sheet at the estimated value to the charity.

**2 Incoming resources from activities for generating funds**

	Unrestricted funds	Restricted funds	Total funds 2021	<i>Total funds 2020</i>
	£	£	£	£
Other income	9,551	0	9,551	4,892
Rental income	21,669	19,668	41,337	41,923
	<u>31,220</u>	<u>19,668</u>	<u>50,888</u>	<u>46,815</u>

**3 Incoming resources from charitable activities**

	Unrestricted funds	Restricted funds	Total funds 2021	<i>Total funds 2020</i>
	£	£	£	£
Grants				
Awards for all	0	0	0	8,675
Haltwhistle Town Council	2,000	6,000	8,000	8,000
Karbon Homes	0	0	0	80,000
Northumberland County Council	10,000	4,549	14,549	45,000
	<u>12,000</u>	<u>10,549</u>	<u>22,549</u>	<u>141,675</u>
Total Grants less than £5,000		12,383	12,383	5,095
Total	<u>12,000</u>	<u>22,932</u>	<u>34,932</u>	<u>146,770</u>

**Notes to the financial statements for the year ending  
31st March 2021**

**4 Costs of charitable activities by fund type**

	Unrestricted funds	Restricted funds	Total funds 2021	2020
	£	£	£	£
Directly allocated and support costs				
Staff costs	8,395	5,522	13,917	13,363
Project expenditure	26,326	5,279	31,605	24,699
Premises	8,710	1,750	10,460	14,158
Office costs	735	200	935	1,267
Hospitality	0	2,218	2,218	2,255
Sundry expenses	202	116	318	619
Professional Fees	525	0	525	345
Bank charges	72	0	72	72
Depreciation of fixed assets	11,320	3,977	15,297	15,315
Grants paid	1,458	2,207	3,665	3,300
	<u>57,743</u>	<u>21,270</u>	<u>79,013</u>	<u>75,393</u>

**5 Net incoming resources for the year**

This is stated after charging:

	2021	2020
	£	£
Depreciation	15,297	15,315

**6 Staff costs and emoluments**

Wages and salaries	13,917	13,363
Social security costs	0	0
	<u>13,917</u>	<u>13,363</u>

**7 Governance costs**

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Accountancy and independent examiners fees	1,125	0	1,125	1,125
	<u>1,125</u>	<u>0</u>	<u>1,125</u>	<u>1,125</u>

**Notes to the financial statements for the year ending  
31st March 2021**

**8 Tangible fixed assets**

	Freehold Property	Property improvement	Fixtures and fittings	Water Tower	Total
	£	£	£	£	
Cost					
At 1st April 2020	350,428	385,930	101,952	25,000	863,310
Additions					0
At 31st March 2021	350,428	385,930	101,952	25,000	863,310
Depreciation					
At 1st April 2020	103,879	80,754	101,601	10,500	266,082
Charge for year	7,008	7,719	70	500	15,297
At 31st March 2021	110,887	88,473	101,671	11,000	312,031
Net Book Value					
At 31st March 2020	246,549	305,176	351	14,500	566,576
At 31st March 2021	239,541	297,457	281	14,000	551,279

**9 Debtors**

	2021 £	2020 £
Trade Debtors	0	81,171
Prepayments	1,183	1,143
	<u>1,183</u>	<u>82,314</u>

**10 Creditors**

	2021 £	2020 £
VAT	867	989
Bond Deposits held	1000	1625
Trade Creditors	0	0
Accruals	1124	1125
	<u>2,991</u>	<u>3,739</u>

**Notes to the financial statements for the year ending  
31st March 2021**

**11 Restricted Income Funds**

	Balance at 1st April 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31st March 2021 £
Westbourne House	111,706	0	3,175	0	108,531
Healthy Initiatives	12,646	10,928	9,339	2,226	16,461
Social Enterprise	477,404	32,001	2,711	-50,760	455,934
Long Term Maintenance	2,500	0	0	4,175	6,675
History Society	708	0	500	-10	198
Strategic Development	25,000	0	0	0	25,000
Karbon Homes	80,000	0	1,992	0	78,008
Volunteering	2,041	0	30	-224	1,787
ZigZag	7,813	1,181	3,522	0	5,472
	<u>719,818</u>	<u>44,110</u>	<u>21,269</u>	<u>-44,593</u>	<u>698,066</u>

**12 Unrestricted Income Funds**

	Balance at 1st April 2020 £	Incoming Resources £	Outgoing resources £	Transfers £	Balance at 31st March 2021 £
Staffing	15,718	1,776	0	-15,583	1,911
Reserves	30,000	0	0	5,512	35,512
General Funds	9,463	41,900	58,869	54,664	47,158
	<u>55,181</u>	<u>43,676</u>	<u>58,869</u>	<u>44,593</u>	<u>84,581</u>

**Notes to the financial statements for the year ending  
31st March 2021**

**13 Analysis of net assets between funds**

	Tangible fixed assets	Net current assets	Total
	£	£	£
<b>Restricted Funds</b>			
Westbourne House	108,531	0	108,531
Healthy Initiatives	0	16,461	16,461
Social Enterprise	420,546	35,388	455,934
Long Term Maintenance	0	6,675	6,675
History Society	0	198	198
Strategic Development	0	25,000	25,000
Karbon Homes		78,008	78,008
Volunteering	0	1,787	1,787
Zig Zag	0	5,472	5,472
	<u>529,077</u>	<u>168,989</u>	<u>689,066</u>
<b>Unrestricted funds</b>			
Designated funds	0	1,911	1,911
Reserves	0	35,512	35,512
General funds	22,202	24,956	47,158
	<u>22,202</u>	<u>62,379</u>	<u>84,581</u>
<b>Total Funds</b>	<u>551,279</u>	<u>231,368</u>	<u>782,647</u>

**Detailed statement of financial activities for the year ending  
31st March 2021**

	2021		2020	
	£	£	£	£
<b>Income</b>				
Donations	1,510		7,326	
Project funding	34,932		146,770	
Bank interest receivable	456		458	
Rental income	41,337		41,923	
Other income	9,551		4,892	
Total income		<u>87,785</u>		<u>201,369</u>
<b>Expenditure</b>				
<b>Cost of generating funds</b>				
Wages and salaries		5,522		4,949
<b>Charitable activities and support costs</b>				
Wages and salaries	8,395		8,414	
Projects	30,855		24,699	
Light, heat and water	3,636		3,886	
Rent, rates and insurance	5,354		6,869	
Repairs and maintenance	1,471		3,403	
Postage, stationery and advertising	928		717	
Telephone	758		550	
Hospitality (Lunch Club/Drop In/Volunteerin	2,218		2,255	
Sundry Expenses	318		619	
Bank interest and charges	72		72	
Professional Fees	525		345	
Depreciation of fixed assets	15,297		15,315	
Grants paid	3,665		3,300	
		<u>73,491</u>		<u>70,444</u>
<b>Governance costs</b>				
Accountancy and independent examiners fees	1,125		1,225	
		<u>1,125</u>		<u>1,225</u>
<b>Total Expenditure</b>		80,138		76,618
<b>Net incoming resources for the year</b>		<u><u>7,648</u></u>		<u><u>124,751</u></u>