



Clements Hall
Nunthorpe Road
York YO23 1BW
01904 466086
enquiries@clementshall.org.uk
www.clementshall.org.uk

Clements Hall Trust

Trustees Annual Report & Financial Statement 2023

For the year ended: 31 December 2023

Registered Charity Number 1084425

Contents

1. Trustees Annual Report
 - a. Structure of Clements Hall Trust
 - b. Our aims and objectives
 - c. Review of activities during 2023
2. Independent Examiners Report
3. Statement of Financial Activities
4. Balance Sheet
5. Notes to the Accounts

1 Trustees Annual Report

a) Structure

Trustees during 2023

Rose Berl, Membership Secretary & Acting Chair until 22 March 2023

Ann Kurrein, Treasurer

Gleanna Oland – Chair from 22 March 2023

Karen Thompson

Sharon West

Company Secretary: Julia McCabe

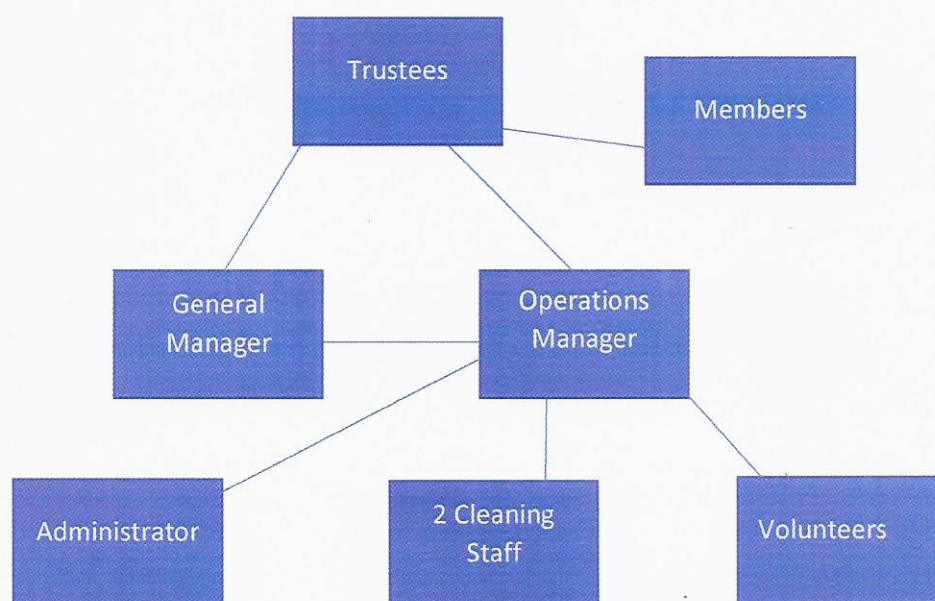
Governing document

Memorandum and Articles incorporated 11/10/2000 as amended by special resolution(s) dated 02/07/2001 as amended by certificate of incorporation on change of name dated 26/08/2011.

Trustee selection methods

Any member may stand as a trustee. Trustees are proposed and elected at each AGM. Trustees can also be co-opted at any time.

Clements Hall Trust Structure chart in 2023 (April – December)



b) Our Aims and objectives

Charitable objects

- To preserve for the benefit of the people of York and of the nation, the historical, architectural, and constructional heritage that may exist in and around York including, but without limiting the generality of the foregoing, acquiring, renovating and restoring for the benefit of the beneficiaries, the structure, curtilage, site and environs of St Clements Hall.

Aims

- To play a significant role in linking the local community together and to provide a venue in which this can happen.
- To deliver programmes and services in response to the wishes and needs of local people, and, finances permitting, to subsidise these activities.
- To offer a wide range of cultural, recreational, educational and health activities so that individuals will grow, develop and feel less isolated as a result of positive involvement in programmes and services.

Objectives

- Continue to re-develop our programme of activities and services post-pandemic, particularly those that deliver on local community aspirations and needs
- Continue proactive delivery of programmes and services ('development' activity)
- Maintain and care for the building, continuing to improve facilities and addressing specific issues
- Continue community, volunteer and staff involvement in programmes and activity
- Re-develop financial sustainability, building on previous progress, as well as experiences during the pandemic, and extending our offer
- Offer positive opportunities for all people to engage with the local community
- Create a sustainable, well-run and safe organisation and environment

c) Review of activities

Trustees & Staffing

There were no additions to and no resignations from the Board of Trustees in 2023. However, in March 2023, Gleanna Oland took over from Rose Berl as Chair. Rose had been acting Chair since the beginning of 2022, following the sudden resignation of the previous Chair, and we were very grateful that she had been prepared to take on this role.

Alison Reboul continued as administrator with Linda Speidel as General Manager. From April 2023 Denise Mackenzie joined the staff as Operations Manager, but she left again in December 2023. Our cleaning team, Anne Bennison and Emma Bennison, continued to offer essential support to the Hall, and we are now in the process of reviewing the whole staffing structure; all roles are currently part-time and we are looking at ways to increase capacity again, in order to allow us to do more, both in terms of accepting more bookings and running more projects and events of our own.

Volunteers and Members

Our GEM volunteers continued to deliver monthly afternoon teas throughout 2023, providing the food themselves and helping us to keep in touch with participants. However, we were very sad to lose two long term volunteers, Val Stewart and Elizabeth Melrose, who passed away in 2023. Both had been part of the 'lunch' team since we started running sessions in 2014, first as the fortnightly 'Food and Fun', and then later as the weekly GEM lunches. They are very much missed.

South Bank Community Cinema volunteers enabled monthly screenings to take place throughout 2023, with good audience numbers and a well-attended Social evening in July.

The Clements Hall Local History Group also continued to be very active, holding five public talks across the year, working on new publications, and celebrating its 10th birthday in December.

Volunteers also contributed in numerous other less obvious but very important ways, such as helping out with maintenance, gardening and re-decorating, and, as always, we thank all our volunteers for their help and support. We also thank our Members for their continued support of the Hall.

Bookings

There were far fewer cancellations than in 2022, and there were some welcome new additions to our regular weekly hirers, such as Italian classes, Baby Band, new counselling sessions and educational support. We also brought the Meeting Room back into regular use in September 2023, and the programme of events and activities felt much more like pre-Covid times. However, we did not manage to deliver as many events as we had hoped, and this was largely due to difficulties around staffing.

The majority of our long-standing pre-pandemic hirers still continued to book us in 2023 (weekly and monthly hirers, and those who book us a few times a year), as well as a number of new repeat Saturday and Sunday hirers (those who book 2 or 3 events a year), so that by the end of 2023 we already had many bookings on the calendar for 2024.

The Collective Sharehouse continued to run three sessions a week and the move from the Meeting Room into the Main Hall (in autumn 2022) seemed to work well for both organisations (Clements Hall and the Collective Sharehouse) throughout 2023.

Projects, Building and Finances

At the beginning of 2023, we were starting to run a small surplus again, allowing us to plan more confidently for the year ahead. We therefore took the decision to recruit an additional member of staff, as a lack of personnel was preventing us from accommodating some potential bookings and we were keen to start running our own events again. Denise Mackenzie joined us in April but left again in December; unfortunately, our expenditure on staffing therefore did not result in the increase in income, capacity and planning time that we had hoped for; and this is reflected in our figures for 2023.

We were fortunate to receive two grants in 2023. We received £1,000 from the York Common Good Trust in partnership with the Mindfulness Café, to continue and extend their sessions, which support people with Dementia. We also received £4,694.00 from the City of York Council Ward Funding to run Social Table Tennis and some afternoon tea and board games sessions, which were open to all local residents. These ran from May 2023 until March 2024, and we are now looking to build on those sessions to run a new project in the autumn of 2024.

We carried out some re-decorating in 2023, and we also had the Main Hall floor re-sanded and sealed. We did not undertake any other major building work, other than necessary repairs to our

platform lift, our emergency lighting and some of our plumbing fixtures. The Meeting Room was also re-decorated and brought back into use as a hire space.

We continued to benefit from the 6-year energy contract agreed in 2018, which kept these costs at previous levels. We are now facing a significant increase in energy prices in 2024.

Clements Hall (the building) turned 90 on 18 November 2023, and we held a social event to mark the occasion on Saturday 16 December, which was well-attended, including members of St Clements Church and one of the founding trustees of the St Clement's Hall Preservation Trust (now Clements Hall Trust), Isobel Rhodes-Bernays. Tributes were also paid to Pauline Buchanan, another founding member and a driving force behind the conservation and refurbishment of the building for its current use.

The Future

In conclusion, 2023 proved to be another challenging year for Clements Hall. Although our income increased from 2022, our expenditure, primarily on staffing, meant that we made a significant loss, which was disappointing. At the end of the year, we were once again facing the problem of a lack of personnel, which has impacted on our ability to accommodate as many bookings as we would like and to expand our own programme of events.

However, at the time of writing (summer 2024), bookings are very steady, with significantly more on the calendar than at this point in 2023, and many dates for 2025 are also already booked up. We have received some more Ward funding, which is allowing us to run a new 'Social Wednesday' project, and a new Trustee, Hayley Lorimer, has joined the Board of Trustees. We (staff and trustees) have just held two planning days, and although we know that there are still many challenges ahead, we have some new ideas for income generation and some plans for new projects. We therefore continue to be optimistic that the Hall will still provide a place for the benefit of the people of York for a while yet.

Independent examiner's report to the trustees of the Clements Hall Trust (Charity No. 1084425)

I report on the accounts of the Clements Hall Trust for the year ended 31 December 2023, which are set out on pages 7 to 10.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

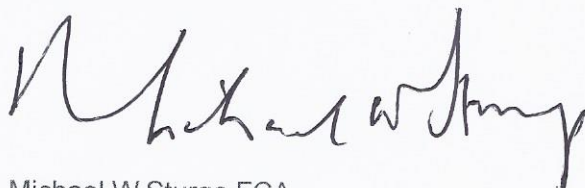
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 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 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.



Michael W Sturge FCA

23 Lucombe Way,

York YO32 4DS

3 September 2024

3. CLEMENTS HALL TRUST

(Registered Charity Number 1084425)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE 12 MONTHS TO 31 DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	Total £	2022 £
INCOMING RESOURCES				
Note				
Hall Lettings	36,551	-	36,551	28,514
Office Rents	11,167	-	11,167	10,907
Bar Takings	3,055	-	3,055	2,034
Membership Subscriptions	104	-	104	448
Donations and fundraising	47	-	47	65
Greet, Eat and Meet luncheon donations	270	-	270	355
Collective Sharehouse	3,650	-	3,650	2,600
York Common Good Trust grant	-	1,000	1,000	-
CYC Ward Grant	-	4,694	4,694	-
Other Income	496	-	496	175
TOTAL INCOMING RESOURCES	55,340	5,694	61,034	45,098
RESOURCES EXPENDED				
Charitable Activities:				
Salaries and Wages	49,833	-	49,833	28,710
Bar	1,404	-	1,404	976
Heat and light	8,854	-	8,854	9,785
Insurance	2,685	-	2,685	2,447
Rates	668	-	668	1,665
Building Repairs and Maintenance	8,635	-	8,635	5,597
Equipment	107	-	107	27
Cleaning	1,906	-	1,906	1,354
Telephones and IT	2,361	-	2,361	2,154
Office Costs	233	-	233	366
Others	841	-	841	550
Performing Rights Society	846	-	846	876
Projects	-	528	528	287
Depreciation	-	-	-	1,085
Governance Costs	-	-	-	-
TOTAL RESOURCES EXPENDED	78,373	528	78,901	55,879
NET(OUTGOING)/INCOMING RESOURCES	(23,033)	5,166	(17,867)	(10,781)
TRANSFERS BETWEEN FUNDS	3,956	(3,956)	-	-
FUNDS BROUGHT FORWARD	40,282	57	40,339	51,120
FUNDS CARRIED FORWARD	21,205	1,267	22,472	40,339

4. BALANCE SHEET AT 31 DECEMBER 2023

Notes		Total £	31 December 2022 £
3	TANGIBLE FIXED ASSETS	-	-
	CURRENT ASSETS		
	Debtors and Prepayments	3,207	3,988
	Bar Stock	559	451
	Bank and Cash	23,789	39,600
		27,555	44,039
	LESS CURRENT LIABILITIES		
	Creditors and Accruals	(5,083)	(3,700)
	NET CURRENT ASSETS	22,472	40,339
	NET ASSETS	22,472	40,339
	REPRESENTED BY		
	Unrestricted funds	21,205	40,282
4	Restricted Funds	1,267	57
		22,472	40,339

For the 12 months ending 31 December 2021 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The Directors (Trustees) acknowledge their responsibilities for complying with the requirements of the Act in respect of accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities 2016.

These financial statements were approved by the Board of Trustees on 30 August 2023 and signed on its behalf by:

Gleanna Oland
Chair

Gleanna Oland 02/09/24

Ann Kurrein
Treasurer

A. Kurrein 02/09/24

Notes to the Accounts for the 12 months ended 31 December 2023

1 Basis of preparation

The accounts have been prepared on the basis of historic costs in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice, applicable accounting standards, and with the Companies Act 2006. The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

2 Accounting Policies

Depreciation:

Tangible fixed assets are depreciated over 5 years commencing in the year following their year of acquisition. Expenditure on individual items of equipment of up to £2,500 is charged to the Statement of Financial Activities in the year in which it is incurred.

Restricted Funds

Restricted Funds are subject to specific conditions by donors as to how they may be used.

Unrestricted Funds

Unrestricted Funds are funds that can be used in accordance with the objects of the charity at the discretion of the Trustees.

Governance Costs

Governance Costs consist of the re-imbursement of Trustees' expenses incurred in carrying out their statutory responsibilities.

3 Tangible Fixed Assets

	Building Improve- ments £	Furniture fixtures & equipment £	Total £	2022
Cost				
At 1 January 2023	1,847	56,850	58,697	58,697
Additions	-	-	-	-
At 31 December 2023	1,847	56,850	58,697	58,697
Depreciation				
At 1 January 2023	1,847	56,850	58,697	57,612
Charge for year	-	-	-	1,085
At 31 December 2023	1,847	56,850	58,697	58,697
Net book value	-	-	-	-

Clements Hall is occupied by the Charity under a 99 year lease with the City of York Council dated 30 November 2010. Expenditure on the conversion of the Hall, which was funded by the Community Assets Programme of the Office of the Third Sector, Cabinet Office was met by the City of York Council

4 Restricted Funds

	2022	
	£	£
Brought forward at 1 January	57	488
Received during year	5,694	
Expended during year	(4,484)	(431)
Carried forward at 31 December	<u>1,267</u>	<u>57</u>

5 Reserves Policy

The Trustees' objective is to establish Unrestricted Funds of between 3 months' and 6 months' revenue expenditure.

6 Company Limited by Guarantee

The company is limited by guarantee, having no share capital. Each member is liable to contribute to a sum not exceeding £1.00 in the event of the company being wound up whilst they are members or one year thereafter.