

COMPANY REGISTRATION NUMBER 05217005

HOLGATE WINDMILL  
PRESERVATION SOCIETY  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2021

CHARITY NUMBER 1106115

HOLGATE WINDMILL PRESERVATION SOCIETY  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

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HOLGATE WINDMILL PRESERVATION SOCIETY  
 TRUSTEES ANNUAL REPORT  
 FOR THE YEAR ENDED 31 MARCH 2021

THE TRUSTEES

The trustees who served the company during the period were as follows:

Richard Green – Chair  
 Stephen Richard Potts – Secretary  
 Rosemary Beatrice Hunt – Treasurer  
 Robert Clifford Anderton  
 Nicholas Fairthorne Ansell  
 Frances Anne Fairbotham  
 Jennifer Elizabeth Hartland  
 Jennifer Margaret Hay  
 Helen Hoult  
 Mark Anthony William Hoult  
 Lesley Jane Jones  
 Alison Leadbetter  
 Michael Alexander Thomson  
 Ulla Wiberg – Resigned as a Trustee on 26 November 2020.

OBJECTIVES AND ACTIVITIES

The Charity's objectives are to restore, maintain and preserve the Holgate Windmill for the purpose of satisfying the cultural, historic and educational needs of the local community and people of York.

The Society fulfils these objectives by

- maintaining the mill in full working order and milling flour;
- researching and documenting the mill's history in the Society's archive;
- keeping its members informed of developments and activities at the mill with half-yearly newsletters
- hosting visits by the public on Open Weekends and by schools and other interested groups by appointment;
- giving illustrated talks to local groups and societies explaining the history and mechanism of the mill and how it was restored;
- mounting regular themed exhibitions in the mill;
- organising and participating in events in the local community;
- publishing books and images relating to the mill and its history.

The Society's accounts reflect these activities as follows:

- income is generated from members, visitors, flour sales and donations;
- expenditure is incurred to purchase grain and merchandise, maintain the mill and to cover overhead and administrative costs;
- contingency funding is accumulated for eventual repair/renewal of major items such as sails and millstones and for future development of milling capacity.

## ACHIEVEMENTS & PERFORMANCE

The mill has now entered its eighth year of milling, selling flour from both the mill shop and on a wholesale basis through various outlets in and around York. We have milled unusually high quantities of wheat and spelt due to increased demand during the on-going pandemic, but continue our consolidation and refinement of our processes as a milling business. Covid-19 meant no visitors or visiting groups to the mill during the year, and sadly we had to postpone our 250<sup>th</sup> anniversary celebrations. The shop remained open on Saturdays from 10.00 to 12.00 as usual.

Our visiting millwright continued to spend a day with us each month and was kept busy with routine maintenance and a variety of extra repair jobs. These included repairs to rot in some timbers and replacement of some shutter bars. Both sets of French burr stones have needed no repairs, just maintenance, and are in use weekly. The striking-chain lifting chain which we tried was replaced by a rope, as before (more user friendly). Refurbishment into use of the third set of stones, the peak stones – last used in 1930 – was begun. In addition a wide variety of tasks were undertaken by our team of volunteers.

We updated our plans for volunteer training, including taking account of Covid-19 but a date for training has yet to be set. We also continually update and amend our Health & Safety procedures in the light of experience and the pandemic.

We continued to produce our twice-yearly publication of mill news and have increased its content. Our website was regularly updated and forms the major information source for interested parties and flour customers. We developed our social media content on our Facebook, Twitter and Instagram pages and these gained followers and importance.

Our Mini Millers group and Santa at the Mill were sadly postponed because of the pandemic. The York Residents Festival in January did not take place. All bookings for parties from local societies and schools were suspended as were the illustrated talks about the mill.

The mill continues to be a well-recognised feature of the York skyline and tourist scene.



## FINANCIAL REVIEW

The Society's accounts for 2020-21 report no restricted funds. All assets are fully depreciated (no net book value).

Gross income from flour sales more than doubled. The demand for our flour, especially in the early weeks of lockdown was unprecedented, and remained high. The income rose from £5,003 in the previous year to £11,733.

Income from open days vanished (£5,821 in the previous year), but as the Saturday shop remained open, sales of merchandise only halved, to £2,459.

Significantly and very fortunately, we were awarded a Small Business Coronavirus Grant of £10,000. This brought our overall income for the year to £27,978, where the previous year's figure was £19,320.

Membership income was down again, by about 27%, at £2,022. In the previous financial year it fell by 18%.

No Gift Aid was claimed this year.

There were no significant single donations or legacies.

Maintenance costs of £16,282 include £11,687 for work on bringing the peak stones back into operation, and £2,568 for a programme of repairs on the sails.

Overall there was an in-year deficit of £2,670 and the balance stands at £73,769 (£68,716 excluding stock).

The Society's cash funds are kept in a current, a deposit and a longer-term account. About £27.3k is in Charities Aid Foundation Bank current and deposit accounts, and the remaining £41.4k in a longer-term interest bearing account with Shawbrook. Interest over the year was £322.

## RISK MANAGEMENT

The financial position of the Society remains secure. The mill is in a sound condition and well maintained. The Trustees are confident that the costs of even a major breakdown of machinery or equipment can be met from accumulated funds. Ownership of the building remains with City of York Council who insure the property, the cost of insurance being recharged to the Society.

The Society has robust Health and Safety policies in place and they are continually reviewed in the light of accumulated experience of operating the mill and receiving visitors to it. The improved volunteer training system continues to reflect this gathered experience. Grain for milling is purchased from certified suppliers and arrangements for storing, milling and bagging are maintained at approved hygiene standards.

Apart from regular maintenance the mill and the Society are run entirely on a voluntary basis by the Trustees and others. The Trustees identify as the greatest risks to the Society's continued operation a possible dwindling of support among members and volunteers or lack of candidates to fill Trustee positions as they fall vacant.

## PLANS FOR FUTURE PERIODS

The Trustees continue to look at options for increasing the volume of flour sales and are continuing to develop and expand the production of Spelt flour. Sales of flour from the mill

remain higher than normal after the initial peak demand under lockdown ended, and 5kg bags of wholemeal flour are selling very well. These can be pre-ordered through the website. The milling teams are looking to increase the varieties of grain milled by use of the newly commissioned peak stones. New commercial customers are being considered whenever possible.

The recruitment of new members to the Society continues to be of great importance as are efforts to encourage them to become active volunteers and hopefully in due course Trustees. The HWPS are continually reviewing visitors access to the mill with the hope of having open days soon.

We will continue to develop and maintain the Mill to ensure that it remains an important and accessible resource for the residents of the City of York and the wider community.

#### RESPONSIBILITIES OF THE TRUSTEES

The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Registered Office:

Robison House  
Lang Road  
Bishopthorpe  
York YO23 2QJ

Signed by order of the trustees

A handwritten signature in black ink, appearing to be 'Stephen Potts', written over a horizontal line.

Stephen Potts  
Company Secretary

# HOLGATE WINDMILL PRESERVATION SOCIETY

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES/MEMBERS OF THE HOLGATE WINDMILL PRESERVATION SOCIETY

FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts of the charity for the year ended 31 March 2021 set out on pages 8 to 15.

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144 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, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, as amended); and
- to state whether particular matters have come to my attention.

### BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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 I do not express an audit opinion on 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 matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 130 of the Act); and
  - accounts are prepared which agree with the accounting records, comply with the accounting requirements of the Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

M Brooks

Independent examiner

40 Moss Green Lane

Brayton

Selby

YO8 9EN



## HOLGATE WINDMILL PRESERVATION SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
<b>Incoming resources</b>					
Incoming Resources from generating funds:					
Voluntary income					
Visits, subscriptions & donations	2	13,465	-	13,465	9,510
Activities for generating funds					
Flour & merchandise sales	3	14,191	-	14,191	9,548
Investment income	4	322	-	322	262
<b>Total Incoming resources</b>		<u>27,978</u>	<u>-</u>	<u>27,978</u>	<u>19,320</u>
<b>Resources expended</b>					
Costs of generating funds:					
Fundraising trading costs					
Costs of goods sold & other costs	5	(8,608)	-	(8,608)	(10,541)
Other fundraising costs	6	(2,026)	-	(2,026)	(2,778)
Charitable activities	7	(19,729)	-	(19,729)	(9,321)
Governance costs	8	(285)	-	(285)	(358)
<b>Total resources expended</b>		<u>(30,648)</u>	<u>-</u>	<u>(30,648)</u>	<u>(22,998)</u>
<b>Net incoming/(outgoing) resources for the year</b>		(2,670)	-	(2,670)	(3,678)
<b>Reconciliation of funds</b>					
Total funds brought forward		76,439		76,439	80,117
<b>Total funds carried forward</b>		<u>73,769</u>	<u>-</u>	<u>73,769</u>	<u>76,439</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HOLGATE WINDMILL PRESERVATION SOCIETY  
BALANCE SHEET  
31 MARCH 2021

		2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	10	-	-
<b>Current assets</b>			
Stock	11	5,053	4,865
Debtors & prepayments	12	244	399
Cash at bank		69,340	71,351
Cash in hand		<u>115</u>	<u>115</u>
		<u>74,752</u>	<u>76,730</u>
<b>Creditors: amounts falling due within one year</b>	13	(983)	<u>(291)</u>
Net current assets		<u>73,769</u>	<u>76,439</u>
<b>Total assets less current liabilities</b>		73,769	76,439
<b>Creditors: amounts falling due after one year</b>		-	-
<b>Net assets</b>		<u><u>73,769</u></u>	<u><u>76,439</u></u>
<b>Funds</b>			
Restricted income funds	14	-	-
Unrestricted income funds	15	<u>73,769</u>	<u>76,439</u>
		<u><u>73,769</u></u>	<u><u>76,439</u></u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the members of the committee on the 25th November 2021 and are signed on their behalf by:

R. GREEN, Chair  
COMPANY REGISTRATION NUMBER 05217005



HOLGATE WINDMILL PRESERVATION SOCIETY  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

**Basis of Accounting**

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Plant and Machinery                      25%    reducing balance

**Donations**

Voluntary income is received by way of both grants and subscriptions and donations and is included in full on the statement of financial activities when receivable.

**Resources expended**

Resources expended are recognised in the period in which they are incurred.

2. VOLUNTARY INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Visits	15	-	15	5,821
Subscriptions	2,022	-	2,022	2,784
Donations & Grants	11,428	-	11,428	905
Gift Aid	-	-	-	-
	13,465	-	13,465	9,510



## 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Sales				
Flour sales	11,733	-	11,733	5,003
Merchandise sales	2,458	-	2,458	4,545
	<u>14,191</u>	<u>-</u>	<u>14,191</u>	<u>9,548</u>

## 4. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Bank interest				
Designated	318	-	318	248
Undesignated	4	-	4	14
	<u>322</u>	<u>-</u>	<u>322</u>	<u>262</u>

## 5. FUNDRAISING TRADING COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Operating costs:				
Grain cost of sales	3,923	-	3,923	1,518
Milling & visitor expenses	438	-	438	3,455
Milling utilities	1,414	-	1,414	1,169
Merchandise cost of sales	1,579	-	1,579	3,900
Packaging costs	1,254	-	1,254	499
	<u>8,608</u>	<u>-</u>	<u>8,608</u>	<u>10,541</u>

## 6. OTHER FUNDRAISING COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Advertising & publicity	473		473	1,610
Fundraising expenses	-		-	-
Member communications	1,379		1,379	994
Volunteer expenses	174		174	174
	<u>2,026</u>		<u>2,026</u>	<u>2,778</u>

## 7. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Security & maintenance	16,282	-	16,282	5,432
Insurance	3,403		3,403	3,456
Skills/knowledge	44	-	44	433
Community involvement	-	-	-	-
	<u>19,729</u>	<u>-</u>	<u>19,729</u>	<u>9,321</u>

## 8. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2021 £	Total Funds 2020 £
Utilities	28	-	28	220
Admin/Fees	24	-	24	13
Bank Charges	233	-	233	125
Depreciation	-	-	-	-
	<u>285</u>	<u>-</u>	<u>285</u>	<u>358</u>

## 9. TRUSTEE EXPENSES

	2021	2020
Number of Trustees who were paid expenses	7	14
	£	£
Nature of expenses: Reimbursement of expenditure on printing & stationery, postage, publicity, merchandise, fees, maintenance & operating costs, equipment purchases	1,363	4,565
	<u>1,363</u>	<u>4,565</u>

## 10. TANGIBLE FIXED ASSETS

	Plant & Machinery £
Cost:	
At 1 April 2020	8,303
Additions	-
At 31 March 2021	<u>8,303</u>
Depreciation:	
At 1 April 2020	8,303
Charge during the year	-
At 31 March 2021	<u>8,303</u>
Net book value:	
At 31 March 2020	<u>-</u>
At 31 March 2021	<u>-</u>

## 11. STOCKS

	2021	2020
	£	£
Grain	492	446
Merchandise	4,561	4,419
	<u>5,053</u>	<u>4,865</u>

## 12. DEBTORS AND PREPAYMENTS

	2021	2020
	£	£
Debtors	109	57
Prepayments	135	342
	<u>244</u>	<u>399</u>

## 13. CREDITORS: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	-	-
Accrued expenses	983	291
	-	
	<u>983</u>	<u>291</u>

## 14. RESTRICTED INCOME FUNDS

	£
Balance at 31 March 2020	-
Outgoing resources	-
Balance at 31 March 2021	<u>-</u>

## 15. UNRESTRICTED INCOME FUNDS

	£
Balance at 31 March 2020	76,439
Incoming resources	27,978
	<u>104,417</u>
Outgoing resources	(30,648)
Balance at 31 March 2021	<u>73,769</u>
Unrestricted funds analysed as follows:	
Designated contingencies fund	31,037
Interest on designated fund	<u>318</u>
	31,355
Undesignated funds	42,414
	<u>73,769</u>

## 16. COMPANY LIMITED BY GUARANTEE

The company, being limited by guarantee, has no share capital. Every member is liable to contribute a sum not exceeding £1 in the event of the company being wound up whilst still a member or within one year thereafter.

*The following pages do not form part of the statutory financial statements*

HOLGATE WINDMILL PRESERVATION SOCIETY  
DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
INCOME:		
Subscriptions	2,022	2,784
Visits	15	5,821
Flour Sales	11,732	5,003
Merchandise	2,459	4,545
Visits/Members/Sales Total	16,228	18,153
Donations received	11,428	905
Gift Aid received	-	-
Interest Received	322	262
TOTAL INCOME RECEIVED	27,978	19,320
EXPENSES:		
Cost of Grain Milled	3,923	1,518
Milling Expenses	351	807
Operation Costs - Visitors	87	2,648
Merchandise Cost of Sales	1,579	3,900
Packaging Costs	1,254	499
Fundraising Expenses	-	-
Maintenance/Security	16,282	5,432
Insurance	3,403	3,456
Utilities	1,442	1,389
Advertising & Promotion	473	1,610
Member Communications	1,379	994
Skills & Knowledge	44	433
Volunteer Expenses	174	174
Community Involvement	-	-
Administration & Fees	24	13
Bank Charges	233	125
Depreciation	-	-
TOTAL EXPENDITURE	30,648	22,998
NET SURPLUS/(DEFICIT) FOR THE YEAR	(2,670)	(3,678)