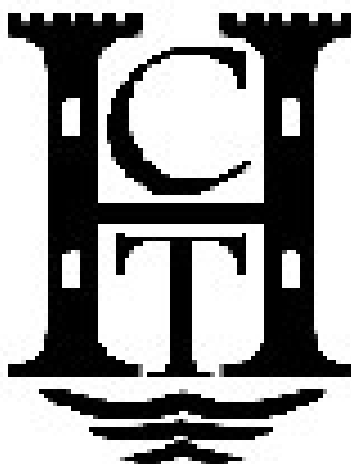


# **Castleford Heritage Trust**

Charity number 1116099

A company limited by guarantee number 05009303

## **Annual Report and Financial Statements for the year ended 31 March 2024**



# **Castleford Heritage Trust**

## **Annual Report and Financial Statements for the year ended 31 March 2024**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# Castleford Heritage Trust

## Trustees' report for the year ended 31 March 2024

### Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

| Name                                    | Position       | Dates                           |
|---|----------------|---------------------------------|
| Jane Walton                             | Chair          |                                 |
| John Morrison                           | Treasurer      |                                 |
| Tony Wallis                             | Vice-Chair     |                                 |
| Mark Burns-Williamson                   |                |                                 |
| David Wilders                           |                |                                 |
| Meg Andrews                             |                |                                 |
| John Munday                             |                |                                 |
| Karen Tait                              |                |                                 |
| John Bell                               |                | Appointed 12 October 2023       |
| <b>Charity number</b>                   | 1116099        | Registered in England and Wales |
| <b>Company number</b>                   | 05009303       | Registered in England and Wales |
| <b>Registered and principal address</b> | <b>Bankers</b> |                                 |
| Queens Mill                             | Lloyds TSB     |                                 |
| Aire Street                             | Westgate       |                                 |
| Castleford                              | Wakefield      |                                 |
| WF10 1JL                                | WF1 1JZ        |                                 |

### Independent examiner

E J Beverley FCCA

### West Yorkshire Community Accountancy Service CIO

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### Structure, governance and management

The charity is a company limited by guarantee and was formed on 7 January 2004. It is governed by a memorandum and articles of association amended on 7 June 2005 and 4 September 2006. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

The charity is governed by nine trustees, plus a Membership Trustee, who is nominated to the board for a two year period by the membership of the charity.

Ten board meetings per year are held, plus the Annual General Meeting.

### Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

New trustees are inducted by the Chair and are provided with a Role Description. They are asked to complete Declaration of Eligibility and Register of Trustees Interests forms and a Code of Conduct. Training needs will be discussed at induction and Board Skills Audits are undertaken when appropriate.

Trustees delegate the day to day running of the organisation to staff, and are presented at each meeting with progress and financial reports. Trustees are involved in the strategic planning for the charity.

# **Castleford Heritage Trust**

## **Trustees' report (continued) for the year ended 31 March 2024**

### **Objectives and activities**

#### **The charity's objects**

The advancement of public education in the history of Castleford and the surrounding districts, including the support of local regeneration projects.

During 2023 the trustees investigated broadening the objects. The proposed objects have been accepted in principle by the Charity Commission.

On 14 March 2023 the Membership of the Charity voted to accept the proposed changes to the Charitable Objects, as recommended by the Charity Commission. The new objects are:

The advancement of public education in the history of Castleford and the surrounding districts, including the support of local regeneration projects.

To further or benefit the residents of Castleford and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation, with the objective of improving the conditions of life for the residents.

These new objects have been lodged with Companies House and are in the process of being updated with the Charity Commission.

#### **The charity's main activities**

Castleford Heritage Trust facilitates and enables community activities, learning and development for the benefit of local people and visitors. We use our heritage and culture as a vehicle for promoting regeneration and to assist and strengthen local communities. Based at Queen's Mill, the Trust is a recognised established Community Anchor for Castleford and is part of the wider Community Anchors Network to benefit the people of Castleford and wider district.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of public education.

#### **Achievements and performance**

The renovations to the 'heart of the mill' (Towns Deal funding) are progressing well.

Over the period April 2023 to March 2024 we have delivered the following activities:

##### **National Lottery Community Fund, Reaching Communities project provision:**

- Arts and crafts
- Creative writing
- Cooking
- Talks
- Guided health walks
- Social events (coffee and chat)
- Family activities
- Activities for children and young people
- Event days
- Exhibitions
- Artist led workshops in communities
- The project also funds a weekly Andy's Man Club meeting on Monday evenings
- Creative Writing group - Tuesday afternoons fortnightly
- Talking Newspaper weekly recording of local newspapers for circulation to those who are visually impaired

# Castleford Heritage Trust

## Trustees' report (continued) for the year ended 31 March 2024

### Achievements and performance (continued)

#### **NOVA Wakefield District Limited – Help at the Hub venue offering:**

- Access to supermarket vouchers for people without internet / smart phones
- Citizens Advice drop in - Wednesday mornings
- Occasional information stalls from organisations such as Healthwatch Wakefield, Live Well Wakefield, Age UK
- Cuppa Club – Wednesday mornings to coincide with Citizens Advice drop-in session. These sessions are being developed to include craft taster sessions to promote our community groups

#### **Other community groups using the mill include:**

- Knit and Natter - Thursday afternoons fortnightly
- Quilt and Stitch - Friday afternoons fortnightly
- Monday afternoon art group
- Thursday afternoon art group
- Castleford Flower Club
- Archaeology group - Friday mornings

#### **Other community activities include:**

- Partnership with Red Ladder theatre group to bring a range of affordable theatre to the area
- Annual boat festival in partnership with Safe Anchor Trust and Canal and River Trust
- Partnership with Wakefield College to provide volunteering opportunities to students and an introduction to skills needed for employment.

#### **Partnerships and Networks:**

- Member of Wakefield District Community Anchor Network
- Wakefield Digital Inclusion Network
- CEO member of Castleford Towns Deal Board
- CEO member of Wakefield District Public Art Steering Group
- Members of Locality and Coalfields Regeneration Trust

#### **Volunteering Programme**

We have volunteering opportunities in a range of areas, managed by our Volunteer Coordinator.

In 2023/24, our volunteers provided 5,270 hours of support, this is equivalent to three full-time positions.

Our shop in Castleford indoor market is completely run by volunteers, and sells a range of handmade crafts, including knitted and quilted goods created by our Knit and Natter and Quilt and Stitch groups.

### Plans for future periods

#### **1 Increase unrestricted income potential**

*By the end of March 2025, we plan to:*

- Develop a plan to increase our commercial offer in terms of corporate, 'experience' and well-being events, working with our current partners and tenants.
- Develop a plan to best utilise the roles and skills we have within the organisation, focussing on succession planning, administration and facility management needs.

*By the end of March 2026, we plan to:*

- Increase our tenantable space by 2,680 ft<sup>2</sup> through the renovation of two floors in the 'heart of the mill'.
- Develop a marketing plan to fill the new areas with tenants.
- Develop a plan to increase flour sales, working with suitable businesses in the region.
- Clear the ground floor area in the heart of the mill of redundant steelwork and have a blank canvas to develop the area into a reception area and gift shop.
- Working with partners, develop an outline plan for the courtyard (container park) project.

# Castleford Heritage Trust

## Trustees' report (continued) for the year ended 31 March 2024

### Plans for future periods (continued)

*By the end of March 2027, we plan to:*

- Fully let two floors in the 'heart of the mill' securing £36,850 of additional unrestricted revenue.
- Have an outline plan for the ground floor reception area and gift shop.
- Be delivering our planned corporate, 'experience' and well-being events.

### 2 Secure necessary grant funding

*By the end of March 2025, we plan to:*

- Submit our Garfield Weston application for a contribution to core costs for the financial year 2024/25 and 2025/26.
- Develop a wider funding strategy for 2025-2027.
- Develop our community hub work with appropriate funding. Clarification of the continuation of existing funding should be received by the end of 2024.

*By the end of March 2026, we plan to:*

- Have sought funding and delivered a programme of events to celebrate Castleford Heritage Trust's 25th anniversary.
- Sought further funding to develop the Reaching Communities programme of community activities and be delivering this provision.

### 3 Other community activities

*By the end of March 2026, we plan to:*

- Review the museum provision within the building by establishing a working group of relevant staff, trustees, and co-opted parties.
- Produce an action plan for the development of the museum and appropriate funding required.

*By the end of March 2027, we plan to:*

- Create an outline plan for the accreditation of the museum and session delivery for local schools and groups.

*By the end of March 2028, we plan to:*

- Have a functioning museum, telling the story of the industrial heritage of the town, with regular visits from schools, local people and visitors to the town.

### 4 Increase green energy provision

*By the end of March 2026, we plan to:*

- Have submitted a funding bid for a feasibility study into the best uses for the water wheel/mill race.
- Have sought funding for further solar panel installation on site.

*By the end of March 2027, we plan to:*

- Have sourced funding for the future development of the water wheel/mill race.

### Financial review

The net income for the year was £193,534, including net income of £61,112 on unrestricted funds and net income of £132,422 on restricted funds after transfers.

# **Castleford Heritage Trust**

## **Trustees' report (continued) for the year ended 31 March 2024**

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £5,686.

This figure takes into account the long term liabilities of £26,445 which relate to a Bounce Back loan repayable over the next 8 years.

The trustees are confident that the long term liabilities will be covered by rental income in the period the liabilities fall due and therefore when considering the reserves of the charity also monitor the net current assets figure.

The Trustees of CHT will ensure that the unrestricted reserves held as at the year end Balance Sheet date will provide the charity with adequate financial stability and the means for it to meet its charitable objectives for the foreseeable future.

The trustees propose to maintain the charity's unrestricted reserves at a level which is at least equivalent to six months normal annual operational expenditure having regards to its manner of operation and its contractually secured rental funding streams.

The trustees review the amount of reserves held at the quarterly balance sheet date that are required to ensure that they are adequate to fulfil the charity's continuing obligations on a quarterly basis at their Board meeting.

# **Castleford Heritage Trust**

## **Trustees' report (continued) for the year ended 31 March 2024**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping 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 accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

approved by the board of trustees on 17/10/2024

John Morrison (Trustee)



# **Castleford Heritage Trust**

## **Independent examiner's report to the trustees of Castleford Heritage Trust**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 9 to 20.

### **Responsibilities and basis of report**

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Since the charitable company's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACCA which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

E J Beverley FCCA

22/10/2024

**West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Castleford Heritage Trust**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2024**

|                                      | Notes | 2024<br>Unrestricted<br>funds<br>£ | 2024<br>Restricted<br>funds<br>£ | 2024<br>Total<br>funds<br>£ | 2023<br>Total<br>funds<br>£ |
|--------------------------------------|-------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                  |       |                                    |                                  |                             |                             |
| Donations and legacies               | (2)   | 15,112                             | 426,162                          | 441,274                     | 170,779                     |
| Charitable activities                | (3)   | 6,761                              | -                                | 6,761                       | 9,634                       |
| Other trading activities             | (4)   | 96,945                             | 752                              | 97,697                      | 89,731                      |
| Other                                | (5)   | 1,794                              | -                                | 1,794                       | 55                          |
| <b>Total income</b>                  |       | <u>120,612</u>                     | <u>426,914</u>                   | <u>547,526</u>              | <u>270,199</u>              |
| <b>Expenditure on:</b>               |       |                                    |                                  |                             |                             |
| Raising funds                        | (6)   | -                                  | -                                | -                           | 208                         |
| Charitable activities                | (7)   | 141,464                            | 212,528                          | 353,992                     | 195,732                     |
| <b>Total expenditure</b>             |       | <u>141,464</u>                     | <u>212,528</u>                   | <u>353,992</u>              | <u>195,940</u>              |
| <b>Net income / (expenditure)</b>    |       | <u>(20,852)</u>                    | <u>214,386</u>                   | <u>193,534</u>              | <u>74,259</u>               |
| <b>Transfers between funds</b>       |       | <u>81,964</u>                      | <u>(81,964)</u>                  | <u>-</u>                    | <u>-</u>                    |
| <b>Net movement in funds</b>         |       | <u>61,112</u>                      | <u>132,422</u>                   | <u>193,534</u>              | <u>74,259</u>               |
| <b>Fund balances brought forward</b> |       | <u>431,038</u>                     | <u>175,151</u>                   | <u>606,189</u>              | <u>531,930</u>              |
| <b>Fund balances carried forward</b> | (8)   | <u>492,150</u>                     | <u>307,573</u>                   | <u>799,723</u>              | <u>606,189</u>              |

All incoming resources and resources expended derive from continuing activities.

# Castleford Heritage Trust

## Balance sheet

as at 31 March 2024

|  |      | 2024           | 2024           | 2024           | 2023           |
|--|------|----------------|----------------|----------------|----------------|
|  |      | Unrestricted   | Restricted     | Total          | Total          |
|  |      | £              | £              | £              | £              |
| <b>Fixed assets</b>                                  |      |                |                |                |                |
| Tangible assets                                      | (9)  | 486,464        | -              | 486,464        | 422,043        |
| <b>Total fixed assets</b>                            |      | <u>486,464</u> | <u>-</u>       | <u>486,464</u> | <u>422,043</u> |
| <b>Current assets</b>                                |      |                |                |                |                |
| Debtors and prepayments                              | (10) | 11,208         | 3,552          | 14,760         | 37,690         |
| Cash at bank and in hand                             | (11) | 31,750         | 304,021        | 335,771        | 189,893        |
| <b>Total current assets</b>                          |      | <u>42,958</u>  | <u>307,573</u> | <u>350,531</u> | <u>227,583</u> |
| <b>Current liabilities:</b>                          |      |                |                |                |                |
| <b>amounts falling due within one year</b>           |      |                |                |                |                |
| Creditors and accruals                               | (12) | 10,827         | -              | 10,827         | 12,326         |
| <b>Total current liabilities</b>                     |      | <u>10,827</u>  | <u>-</u>       | <u>10,827</u>  | <u>12,326</u>  |
| <b>Net current assets / (liabilities)</b>            |      | <u>32,131</u>  | <u>307,573</u> | <u>339,704</u> | <u>215,257</u> |
| <b>Total assets less current liabilities</b>         |      | <u>518,595</u> | <u>307,573</u> | <u>826,168</u> | <u>637,300</u> |
| <b>Creditors: amounts falling due after one year</b> | (13) | 26,445         | -              | 26,445         | 31,111         |
| <b>Net assets</b>                                    |      | <u>492,150</u> | <u>307,573</u> | <u>799,723</u> | <u>606,189</u> |
| <b>Funds</b>   |      |                |                |                |                |
| Unrestricted funds                                   |      | 492,150        | -              | 492,150        | 431,038        |
| Restricted funds                                     |      | -              | 307,573        | 307,573        | 175,151        |
| <b>Total funds</b>                                   |      | <u>492,150</u> | <u>307,573</u> | <u>799,723</u> | <u>606,189</u> |

For the year ending 31 March 2024 the charitable 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 charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 17/10/2024

John Morrison (Trustee)

**Castleford Heritage Trust**  
**Statement of cash flows**  
**for the year ended 31 March 2024**

|   | 2024<br>£       | 2023<br>£      |
|---|-----------------|----------------|
| <b>Cash flows from operating activities:</b>                        |                 |                |
| <b>Net cash provided by (used in) operating activities</b>          | <u>238,046</u>  | <u>8,267</u>   |
| <b>Cash flows from investing activities:</b>                        |                 |                |
| Bank interest   | 27              | 5              |
| Purchase of tangible fixed assets (excluding donated assets)        | <u>(86,687)</u> | <u>(5,880)</u> |
| <b>Net cash provided by (used in) investing activities</b>          | <u>(86,660)</u> | <u>(5,875)</u> |
| <b>Cash flows from financing activities:</b>                        |                 |                |
| Repayments on borrowing   | (5,507)         | (5,625)        |
| Cash inflows from new borrowing                                     | -               | -              |
| <b>Net cash provided by (used in) financing activities</b>          | <u>(5,507)</u>  | <u>(5,625)</u> |
| Change in cash and cash equivalents in the reporting period         | 145,878         | (3,233)        |
| Cash and cash equivalents at the beginning of the reporting period  | <u>189,893</u>  | <u>193,126</u> |
| <b>Cash and cash equivalents at the end of the reporting period</b> | <u>335,771</u>  | <u>189,893</u> |

|   |                |                 |
|---|----------------|-----------------|
| <b>Reconciliation of net movement in funds to net cash flow from operating activities</b>     | 2024           | 2023            |
|   | £              | £               |
| Net movement in funds for the reporting period (as per the statement of financial activities) | 193,534        | 74,259          |
| Adjustments for:  |                |                 |
| Depreciation charges  | 22,266         | 16,093          |
| Bank interest   | (27)           | (5)             |
| Interest payable on loan finance  | 842            | 958             |
| (Increase) / decrease in debtors  | 22,930         | (27,900)        |
| Increase / (decrease) in creditors  | <u>(1,499)</u> | <u>(55,138)</u> |
| <b>Net cash provided by (used in) operating activities</b>                                    | <u>238,046</u> | <u>8,267</u>    |

|  |                |                |
|--|----------------|----------------|
| <b>Analysis of cash and cash equivalents</b> | 2024           | 2023           |
|  | £              | £              |
| Cash in hand                                 | 28             | 58             |
| Notice deposits (less than 30 days)          | <u>335,743</u> | <u>189,835</u> |
| <b>Total cash and cash equivalents</b>       | <u>335,771</u> | <u>189,893</u> |

# **Castleford Heritage Trust**

## **Notes to the accounts**

### **for the year ended 31 March 2024**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) 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) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Freehold land and buildings: over 50 years

Fixtures and fittings: over 6 years

Computer equipment: over 3 years

Equipment: over 4 years

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

# **Castleford Heritage Trust**

## **Notes to the accounts**

### **for the year ended 31 March 2024**

#### **1 Accounting policies continued**

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

##### **Leases**

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

**Castleford Heritage Trust**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

|                                       |               |                |                |                |
|---------------------------------------|---------------|----------------|----------------|----------------|
| <b>2 Donations and legacies</b>       | 2024          | 2024           | 2024           | 2023           |
|                                       | Unrestricted  | Restricted     | Total          | Total          |
|                                       | funds         | funds          | funds          | funds          |
|                                       | £             | £              | £              | £              |
| Grants:                               | -             |                |                |                |
| NOVA                                  | 13,575        | 17,561         | 31,136         | 10,050         |
| The National Lottery (TNL)            | -             | 103500         | 103500         | 57,375         |
| West Yorkshire Combined Authority     | -             | 4331           | 4331           | -              |
| WMDC                                  | -             | 300,250        | 300,250        | 92,000         |
| UK Community Renewal Fund (UK CRF)    | -             | -              | -              | 10,040         |
| Donations                             | 1537          | 520            | 2057           | 1314           |
|                                       | <u>15,112</u> | <u>426,162</u> | <u>441,274</u> | <u>170,779</u> |
| <b>3 Charitable activities income</b> | 2024          | 2024           | 2024           | 2023           |
|                                       | Unrestricted  | Restricted     | Total          | Total          |
|                                       | funds         | funds          | funds          | funds          |
|                                       | £             | £              | £              | £              |
| Sales and fees                        | 6,761         | -              | 6,761          | 9,634          |
|                                       | <u>6,761</u>  | <u>-</u>       | <u>6,761</u>   | <u>9,634</u>   |
| <b>4 Other trading activities</b>     | 2024          | 2024           | 2024           | 2023           |
|                                       | Unrestricted  | Restricted     | Total          | Total          |
|                                       | funds         | funds          | funds          | funds          |
|                                       | £             | £              | £              | £              |
| Fundraising                           | 849           | -              | 849            | 2,355          |
| Room, studio, facilities hire         | 96,096        | 752            | 96,848         | 87,376         |
|                                       | <u>96,945</u> | <u>752</u>     | <u>97,697</u>  | <u>89,731</u>  |
| <b>5 Other</b>                        | 2024          | 2024           | 2024           | 2023           |
|                                       | Unrestricted  | Restricted     | Total          | Total          |
|                                       | funds         | funds          | funds          | funds          |
|                                       | £             | £              | £              | £              |
| Interest receivable                   | 27            |                | 27             | 5              |
| Other income                          | 1,767         |                | 1,767          | 50             |
|                                       | <u>1,794</u>  | <u>-</u>       | <u>1,794</u>   | <u>55</u>      |
| <b>6 Raising funds</b>                | 2024          | 2024           | 2024           | 2023           |
|                                       | Unrestricted  | Restricted     | Total          | Total          |
|                                       | funds         | funds          | funds          | funds          |
|                                       | £             | £              | £              | £              |
| Marketing and publicity               | -             |                | -              | 208            |
|                                       | <u>-</u>      | <u>-</u>       | <u>-</u>       | <u>208</u>     |

# Castleford Heritage Trust

## Notes to the accounts continued

### for the year ended 31 March 2024

#### 7 Charitable activities expenditure

|                       | Activities<br>undertaken<br>directly<br>£ | Support<br>costs<br>£ | 2024<br>Total<br>cost<br>£ | 2023<br>Total<br>cost<br>£ |
|-----------------------|---|-----------------------|----------------------------|----------------------------|
| Charitable activities | 317,624                                   | 36,368                | 353,992                    | 195,732                    |
|                       | <u>317,624</u>                            | <u>36,368</u>         | <u>353,992</u>             | <u>195,732</u>             |

#### 7a Support costs

|   | Charitable<br>activity<br>£ | Governance<br>activity<br>£ | 2024<br>Total<br>cost<br>£ | 2023<br>Total<br>cost<br>£ |
|---|-----------------------------|-----------------------------|----------------------------|----------------------------|
| <b>Support cost type</b>                |                             |                             |                            |                            |
| Management and admin salaries           | 24,296                      | 4,507                       | 28,803                     | 21,589                     |
| Accountancy and independent examination | -                           | 2,574                       | 2,574                      | 1,848                      |
| Payroll costs                           | 2,666                       | -                           | 2,666                      | 1,255                      |
| Loan interest                           | -                           | 842                         | 842                        | 958                        |
| Bank charges                            | -                           | 325                         | 325                        | 283                        |
| Memberships and subscriptions           | 1,158                       | -                           | 1,158                      | 726                        |
|   | <u>28,120</u>               | <u>8,248</u>                | <u>36,368</u>              | <u>26,659</u>              |

#### 7b Charitable activities expenditure detail

|   | 2024<br>Unrestricted<br>funds<br>£ | 2024<br>Restricted<br>funds<br>£ | 2024<br>Total<br>cost<br>£ | 2023<br>Total<br>cost<br>£ |
|---|------------------------------------|----------------------------------|----------------------------|----------------------------|
| Salaries NI and pensions (7c)           | 49,162                             | 46,849                           | 96,011                     | 72,705                     |
| Payroll costs                           | 2,666                              | -                                | 2,666                      | 1,255                      |
| Freelance worker                        | -                                  | 18,572                           | 18,572                     | 2,006                      |
| Travel and subsistence                  | 140                                | 127                              | 267                        | 544                        |
| Professional development                | 593                                | -                                | 593                        | 224                        |
| Events and activities                   | 266                                | 3,565                            | 3,831                      | 2,045                      |
| General consumables                     | 999                                | 9                                | 1,008                      | 507                        |
| Cost of sales                           | 4,051                              | -                                | 4,051                      | 4,066                      |
| Equipment                               | -                                  | 144                              | 144                        | -                          |
| Repairs, renewals and maintenance       | 22,302                             | 114,324                          | 136,626                    | 11,961                     |
| Insurance                               | 11,182                             | -                                | 11,182                     | 9,588                      |
| Utilities                               | 10,593                             | 19,333                           | 29,926                     | 47,518                     |
| Professional fees                       | 23                                 | 8,539                            | 8,562                      | 9,039                      |
| Accountancy and independent examination | 2,574                              | -                                | 2,574                      | 1,848                      |
| Bank charges                            | 325                                | -                                | 325                        | 283                        |
| Loan interest                           | 842                                | -                                | 842                        | 958                        |
| Phone, internet and postage             | 7,932                              | -                                | 7,932                      | 7,328                      |
| Printing and stationery                 | 1,984                              | -                                | 1,984                      | 1,627                      |
| Subscriptions                           | 983                                | 175                              | 1,158                      | 726                        |
| New website                             | -                                  | -                                | -                          | 4,875                      |
| Sundry                                  | 1,152                              | 766                              | 1,918                      | 536                        |
| Depreciation                            | 22,266                             | -                                | 22,266                     | 16,093                     |
| Bad debts                               | 1,429                              | -                                | 1,429                      | -                          |
| Volunteer expenses                      | -                                  | 125                              | 125                        | -                          |
|   | <u>141,464</u>                     | <u>212,528</u>                   | <u>353,992</u>             | <u>195,732</u>             |



**Castleford Heritage Trust**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

**7c Staff costs and numbers**

| 2024                  | 2023          |
|-----------------------|---------------|
| £                     | £             |
| Gross salaries        | 94,812        |
| Social security costs | 3,883         |
| Employment allowance  | (3,883)       |
| Pensions              | 1,199         |
|                       | <u>616</u>    |
|                       | <u>72,705</u> |

The average number of employees during the year was 8, being an average of 4.2 full time equivalent (2023: 7.3, 3.4 FTE). There were no employees with emoluments above £60,000.

**Defined contribution pension scheme**

| 2024  | 2023  |
|---|-------|
| £   | £     |
| Costs of the scheme to the charity for the year | 1,199 |
|   | 616   |

**8 Restricted funds**

|   | Balance b/f    | Incoming       | Outgoing       | Transfers       | Balance c/f    |
|---|----------------|----------------|----------------|-----------------|----------------|
|   | £              | £              | £              | £               | £              |
| Boat Festival                             | -              | 520            | 167            | -               | 353            |
| WMDC - Connecting communities             | 140            | -              | -              | -               | 140            |
| Nova - Courtyard                          | 15,410         | -              | 1,569          | -               | 13,841         |
| TNL - Know your neighbourhood             | -              | 26,250         | 10,997         | -               | 15,253         |
| WMDC - Lets get cooking                   | 104            | -              | -              | -               | 104            |
| TNL - Digital fund                        | 414            | -              | -              | -               | 414            |
| NOVA- Better Neighbourhoods for Wakefield | -              | 18,313         | 752            | (17,561)        | -              |
| Power to Change                           | 1,792          | -              | -              | -               | 1,792          |
| TNL - Reaching Communities Yr 1           | 29,268         | 19,125         | 27,865         | -               | 20,528         |
| TNL - Reaching Communities Yr 2           | -              | 58,125         | 39,963         | -               | 18,162         |
| WMDC - Towns Deal (1)                     | 90,000         | -              | 61,750         | -               | 28,250         |
| WMDC - Towns Deal (2)                     | -              | 100,000        | 35,171         | (60,072)        | 4,757          |
| WMDC - Towns Deal (3)                     | -              | 200,000        | 34,294         | -               | 165,706        |
| WDHCS                                     | 782            | -              | -              | -               | 782            |
| Wheel of Light                            | 3,000          | -              | -              | -               | 3,000          |
| WMDC - Water wheel                        | 32,802         | -              | -              | -               | 32,802         |
| WMDC - WordFest                           | -              | 250            | -              | -               | 250            |
| WMDC - Heritage day                       | 1,314          | -              | -              | -               | 1,314          |
| WMDC - Website                            | 125            | -              | -              | -               | 125            |
| WYCA - Energy Saving                      | -              | 4,331          | -              | (4,331)         | -              |
|   | <u>175,151</u> | <u>426,914</u> | <u>212,528</u> | <u>(81,964)</u> | <u>307,573</u> |

# **Castleford Heritage Trust**

## **Notes to the accounts continued**

### **for the year ended 31 March 2024**

#### **8 Restricted funds (continued)**

| <b>Fund name</b>                          | <b>Purpose of restriction</b>  |
|---|--|
| Boat Festival                             | Towards a Boat Festival  |
| WMDC - Connecting communities             | To run events and classes for the older generation to tackle loneliness and encourage friendships and participation. The transfer relates to room usage charges.   |
| Nova - Courtyard                          | Support Hub funding to cover the cost of groundworks for the Courtyard project.  |
| TNL - Know your neighbourhood             | Empowering communities to take sustained action on volunteering  |
| WMDC - Lets get cooking                   | Towards a project about cooking healthy nutritional meals.   |
| TNL - Digital fund                        | Towards digital equipment.   |
| NOVA- Better Neighbourhoods for Wakefield | Implement energy saving measures and encourage cycling to support greener, cleaner and climate-ready neighbourhoods.<br>The transfer relates to the purchase of a cycle shelter and 3 heating/air conditioning units capitalised for the general use of the charity. |
| Power to Change                           | Delivering and supporting a wide range of community provision that supports community wellbeing and will be increasingly more accessible and inclusive, actively engaging with the diversity in our communities and dismantling barriers to involvement.             |
| TNL - Reaching Communities Yr 1           | Delivering and supporting a wide range of community provision that supports community wellbeing and will be increasingly more accessible and inclusive, actively engaging with the diversity in our communities and dismantling barriers to involvement.             |
| TNL - Reaching Communities Yr 2           | As above   |
| WMDC - Towns Deal (1)                     | For the improvement of Queens Mill   |
| WMDC - Towns Deal (2)                     | For the improvement of Queens Mill<br>The transfer relates to the purchase of a new lift which has been capitalised for the general use of the charity.  |
| WMDC - Towns Deal (3)                     | For the improvement of Queens Mill   |
| WDHCS                                     | For expenses relating to Covid-19.   |
| Wheel of Light                            | Sensory equipment for learning space (once developed).   |
| WMDC - Water wheel                        | Match funding towards the restoration of Queens Mill to ensure the restoration can be completed and complementary skills/training and educational outcomes achieved.   |
| WMDC - WordFest                           | Towards a heritage day.  |
| WMDC - Heritage day                       | Towards improving the website.   |
| WMDC - Website                            | Towards improving the website.   |
| WYCA - Energy Saving                      | Improve energy efficiency by installing air conditioning units and LED light bulbs. The transfer relates to the purchase of heating/air conditioning units capitalised for the general use of the charity.   |

**Castleford Heritage Trust**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

| <b>9 Tangible assets</b>                                | Equipment | Property | Fixtures<br>and Fittings | Total   |
|---|-----------|----------|--------------------------|---------|
| <b><u>Cost</u></b>                                      | £         | £        | £                        | £       |
| At 1 April 2023   | 22,949    | 479,056  | 33,379                   | 535,384 |
| Additions   | 1,731     | 60,072   | 24,884                   | 86,687  |
| At 31 March 2024  | 24,680    | 539,128  | 58,263                   | 622,071 |
| <b><u>Depreciation</u></b>                              |           |          |                          |         |
| At 1 April 2023   | 15,565    | 69,603   | 28,173                   | 113,341 |
| Charge for year   | 4,702     | 12,115   | 5,449                    | 22,266  |
| At 31 March 2024  | 20,267    | 81,718   | 33,622                   | 135,607 |
| <b><u>Net book value</u></b>                            |           |          |                          |         |
| At 31 March 2024  | 4,413     | 457,410  | 24,641                   | 486,464 |
| At 31 March 2023  | 7,384     | 409,453  | 5,206                    | 422,043 |
| <b>10 Debtors and prepayments</b>                       |           |          | 2024                     | 2023    |
|   |           |          | £                        | £       |
| Debtors   |           |          | 7,621                    | 18,109  |
| Prepayments   |           |          | 2,502                    | 2,125   |
| Accrued income  |           |          | 4,554                    | 7,333   |
| Other debtors   |           |          | 83                       | 10,123  |
|   |           |          | 14,760                   | 37,690  |
| <b>11 Cash at bank and in hand</b>                      |           |          | 2024                     | 2023    |
|   |           |          | £                        | £       |
| Cash at bank  |           |          | 335,743                  | 189,835 |
| Cash in hand  |           |          | 28                       | 58      |
|   |           |          | 335,771                  | 189,893 |
| <b>12 Creditors and accruals</b>                        |           |          | 2024                     | 2023    |
|   |           |          | £                        | £       |
| Bank loans and overdrafts                               |           |          | 4,666                    | 4,666   |
| Creditors   |           |          | 454                      | 466     |
| Accruals  |           |          | 5,707                    | 6,429   |
| Deferred income (see note 15 for analysis)              |           |          | -                        | 765     |
|   |           |          | 10,827                   | 12,326  |
| <b>13 Creditors: amounts falling due after one year</b> |           |          | 2024                     | 2023    |
|   |           |          | £                        | £       |
| Bank loans  |           |          | 26,445                   | 31,111  |
|   |           |          | 26,445                   | 31,111  |

**14 Security over assets**

The Council of the City of Wakefield have a charge in place on Queens Mill dated 9 March 2023 in relation to the grant funding for the improvements to Queens Mill over the period from 9th March 2023 to 31 December 2025.

# Castleford Heritage Trust

## Notes to the accounts continued

### for the year ended 31 March 2024

| 15 Deferred income | Deferred to<br>next year | Released<br>from last<br>year |
|--------------------|--------------------------|-------------------------------|
|                    | £                        | £                             |
| Sales invoices     | -                        | 765                           |
|                    | <u>-</u>                 | <u>765</u>                    |

| Item name      | Reason for deferral                          |
|----------------|--|
| Sales invoices | April 2023 activities invoiced in March 2023 |

## 16 Related party transactions

### Trustee expenses

No trustee received any expenses during this year or the previous year.

### Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

### Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £15,451 (previous year: £15,451)

| Other transactions with trustees or related parties |                                 |                            | 2024<br>£    | 2023<br>£    |
|---|---------------------------------|----------------------------|--------------|--------------|
| Name of trustee<br>or related party                 | Relationship to<br>charity      | Description of transaction |              |              |
| Sarah Bell  | Daughter in law of a<br>trustee | Employed by the charity    | 6,437        | 2,440        |
|   |                                 |                            | <u>6,437</u> | <u>2,440</u> |

## 17 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

|  |            |            |
|--|------------|------------|
|  | 2024<br>£  | 2023<br>£  |
| Within one year                        | 324        | 432        |
| In the second to fifth years inclusive | -          | 324        |
|  | <u>324</u> | <u>756</u> |

## 18 Funds held as agent

|                                    | Balance b/f<br>£ | Incoming<br>£ | Outgoing<br>£ | Balance c/f<br>£ |
|------------------------------------|------------------|---------------|---------------|------------------|
| Castleford Town Centre Partnership | 53               | -             | -             | 53               |
|                                    | <u>53</u>        | <u>-</u>      | <u>-</u>      | <u>53</u>        |

| Fund name                          | Additional information  |
|------------------------------------|-------------------------|
| Castleford Town Centre Partnership | For Castleford in Bloom |

# Castleford Heritage Trust

## Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2024

|                                      | 2024            | 2023            | 2024            | 2023           | 2024           | 2023           |
|--------------------------------------|-----------------|-----------------|-----------------|----------------|----------------|----------------|
|                                      | Unrestricted    | Unrestricted    | Restricted      | Restricted     | Total          | Total          |
|                                      | funds           | funds           | funds           | funds          | funds          | funds          |
|                                      | £               | £               | £               | £              | £              | £              |
| <b>Income</b>                        |                 |                 |                 |                |                |                |
| Donations and legacies               | 15,112          | 13,268          | 426,162         | 157,511        | 441,274        | 170,779        |
| Charitable activities                | 6,761           | 9,634           | -               | -              | 6,761          | 9,634          |
| Other trading activities             | 96,945          | 89,731          | 752             | -              | 97,697         | 89,731         |
| Other                                | 1,794           | 55              | -               | -              | 1,794          | 55             |
| <b>Total income</b>                  | <b>120,612</b>  | <b>112,688</b>  | <b>426,914</b>  | <b>157,511</b> | <b>547,526</b> | <b>270,199</b> |
| <b>Expenditure</b>                   |                 |                 |                 |                |                |                |
| Raising funds                        | -               | -               | -               | 208            | -              | 208            |
| Charitable activities                | 141,464         | 141,427         | 212,528         | 54,305         | 353,992        | 195,732        |
| <b>Total expenditure</b>             | <b>141,464</b>  | <b>141,427</b>  | <b>212,528</b>  | <b>54,513</b>  | <b>353,992</b> | <b>195,940</b> |
| <b>Net income / (expenditure)</b>    | <b>(20,852)</b> | <b>(28,739)</b> | <b>214,386</b>  | <b>102,998</b> | <b>193,534</b> | <b>74,259</b>  |
| <b>Transfers between funds</b>       | <b>81,964</b>   | <b>(504)</b>    | <b>(81,964)</b> | <b>504</b>     | <b>-</b>       | <b>-</b>       |
| <b>Net movement in funds</b>         | <b>61,112</b>   | <b>(29,243)</b> | <b>132,422</b>  | <b>103,502</b> | <b>193,534</b> | <b>74,259</b>  |
| <b>Fund balances brought forward</b> | <b>431,038</b>  | <b>460,281</b>  | <b>175,151</b>  | <b>71,649</b>  | <b>606,189</b> | <b>531,930</b> |
| <b>Fund balances carried forward</b> | <b>492,150</b>  | <b>431,038</b>  | <b>307,573</b>  | <b>175,151</b> | <b>799,723</b> | <b>606,189</b> |