

LARC DEVELOPMENT TRUST
TRUSTEE ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024

Trustees' annual report (including Directors' report)

For the year ended 31st March 2024

Charity name: LARC Development Trust Charity registration number: 1142290

Company number: 03493040

Objectives and activities

To further or benefit the residents of Leominster and the surrounding area, 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 leisure time occupation with the objective of improving the conditions of life for the residents.

The preservation of buildings or sites of historical or architectural importance, in particular but not exclusively the building known as Grange Court, for the public benefit and to advance the education of the public in the history of the building and its surroundings.

LARC owns and operates Grange Court in Leominster as a heritage, community and enterprise hub.

It is working with community and voluntary groups across the area to promote its charitable objectives.

In carrying out its activities, LARC has had regard to the guidance issued by the Charity Commission on public benefit.

LARC relies on the commitment of a number of volunteers to keep Grange Court open and provide information and support to visitors.

Achievements and performance

- LARC has continued to maintain the historic building Grange Court (1633). (See following report ST)
- We welcomed Andrew Scholar as a new trustee in December. Andrew's professional background is in banking. Both Peter Hadley and Carl Beebee resigned from the Board of Trustees this year. We thank them very much for their contribution and wish them well in their next ventures.
- At the beginning of April our new manager, Craig Carter, joined us. His experience is in the leisure industry, hotels and events managing so he has increased the number of events held at GC. He and Caroline have become a great team, sometimes running back-to-back events – on one occasion three in one day.
- We now have ten members of staff, some fulltime and some part with 6 of the staff starting within the last financial year. Abigail Clarke stepped down as cafe manager to open her own cake shop with Sharon Price and Sharon Barrell. We wish them all well in their new venture.
- Tasmin Acaster and Anne Kennard were hired to work in the cafe. Sophie Poyner was hired as the new team leader in September to increase the cafe capacity. Cynthia Marpole was hired mainly for the cooking upstairs, to produce the cakes and specials for the cafe and to help Caroline with increasing number of functions. Owen Barrell was hired for Saturday work.
- In May Caroline was invited to a Buckingham Palace Garden Party in recognition of her enthusiasm and years of dedication to Grange Court. Thanks are due to Martin Baines for his recommendation.

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For the year ended 31st March 2024

- The gardens continue to be beautifully maintained by our group of volunteers. We had some tree work done on the drive, removing the fallen Cupressus and the Cedrus Atlantica on the East side and have replaced with some more manageable shrubs. We reduced the yew which overhung the carpark and will trim it to be a hedge. We have planning consent to reduce some of the overhang of the Norway Spruce which impacts the roof and guttering of the heritage building. Thanks to the Friends of Grange Court, we have replaced plants in the walled garden and planted bulbs round the heritage building. We are very grateful to B&Q for giving us six pairs of secateurs.

- The café is making a small surplus and we are now registered for VAT because, although we crossed the threshold in 2022, it took HMRC a bit of time.

- The number of room bookings has increased and after a short period when we had one empty office, we are now fully let again. We are hosting Barclay's Community Hub in two of our offices and have new tenants in the top floor of the Coach House.

- We have increased the number of functions and events holding: 12 Wakes, 5 Weddings, 7 Birthday Parties, 2 Christenings, 1 Baby Shower, 2 Medium Nights, 5 Quiz Nights, September Fun Day, Christmas Market, Mother's Day meals, Easter Fun Day, Christmas Lunches, Christmas Parties. These events were well attended and raised a surplus as well as improving our visibility and engagement with the local community.

- Under the leadership our trustee, Patricia Potthecary, we are still working towards a funding bid to secure the heritage from the Heritage Lottery Fund to fund the refurbishment of the outside upper section of the old building and some of the new interpretation materials such as an audio/visual tour and a new website. We commissioned a condition report of the building by a local surveyor and are awaiting his final report. The latest round of bids has had several changes and delays to the form but we are hoping to submit it later this month.

- Grange Court continues to support various initiatives in the town. Craig was very active in the rescue of the Victorian Market at Christmas and a combination of our participation in various activities and events and advertising more widely has raised our profile and increased our footfall. Our volunteers operate our footfall counter and we are regularly receiving 100 visitors a day now. We have a Leominster in Bloom planter and are members of the Leominster Festival committee and the Cultural Consortium. Craig has represented the Board on both of these committees and we are very pleased to be working with the town.

- We have continued to work to promote Grange Court on social media and our Google reports show that there are several hundred searches made every month. We have 2000 followers on Facebook and some of our event posts are engaging 13,000+ users.

- We successfully hosted hArt again.

- The Friends of Grange Court and Gardens has recruited some new members but this remains an area we need to develop. Many thanks to Felicity Norman who keeps this going and produces the newsletters.

- We have completed some of our projects: We fundraised to repair the lions and have had the work done by English Salvage and Reclamation at Wellington. This was very well supported by local people who have a great fondness for the lions.

- We have had to spend considerable sums to become compliant with insurance requirements. This included an electrical systems' test and commercial cleaning of the kitchen extractor fan and various other requirements.

- Although outside the time frame -on May 31st we celebrated the tenth anniversary of the official reopening of Grange Court. The party was opened by the Deputy Lord Lieutenant, Patrick Wrixon and we welcomed the High Sheriff, Patricia Churchward and the Mayor of Leominster, Gillian Murdoch (also one of our volunteer gardeners.) It was well attended by many people who have worked hard for Grange Court in the past and the present. It was beautifully catered for by Caroline and trustees and it was wonderful to see so many people.

Trustees' annual report (including Directors' report)

For the year ended 31st March 2024

Financial review

Income increased by 11% compared to the previous period, the main factor being the operation of the Café which also catered for events. However, costs increased by 28%, mainly due to increases in the number of paid staff servicing the Café and events, but also including significantly increased utilities costs.

As the building is now 10 years old, additional cost have been incurred this financial year for legal compliance ie:

Renewing our Energy Performance Certificate (EPC)

Compliance with new Insurance requirements including:-

Testing the structural wiring throughout the entire range of buildings

Compliance with a new Fire Risk Assessment.

The VAT registration was confirmed and the initial settlement affected the reserves.

Overall LARC had a 10% overspend. Substantial work is being done by our manager and staff resulting in increased footfall and income from events, we anticipate this growing business development will continue.

Statement explaining the policy for holding reserves stating why they are held.

The Trustees aim to hold a minimum level of reserves equivalent to 4 months expenditure, i.e. £80,000, but currently £70,000, however they are also mindful of the need for fund raising to provide for the repair and maintenance of the Grange Court building, which will need significant expenditure over the coming years.

Going Concern

The trustees consider that the charity remains a going concern.

Trustees' annual report (including Directors' report)

For the year ended 31st March 2024

Structure, governance and management

LARC is governed by a Memorandum and articles of association dated 15/01/1998 as amended by special resolution(s) dated 13/05/2011 and as amended by certificate of incorporation on change of name dated 19/05/2011, registered at companies house on 01/06/2011

The charity maintains an Historic Building (1633) by means of income from room rental, café and catering for special occasions and the rental of Offices.

Trustees are selected by invitation to suitable persons by Trust Members, ratified by a Trust Meeting.

Reference and administrative details

Charity name	LARC Development Trust
Registered charity number	1142290
Charity's principal address	Grange Court Pinsley Road Leominster Herefordshire HR6 8NL

Names of the charity trustees who manage the charity

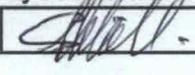
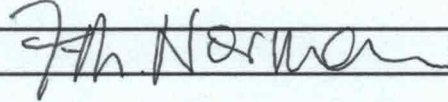
Trustee name	Office (if any)	Dates acted if not for whole year
Peter Hadley		resigned 7th November 2023
Felicity Norman		
John Stone		
Russell Sutcliffe	Finance	
Jacqueline Herschy	Chair	
Stephen Thornhill	Vice Chair	
Patricia Potheary		
Lucinda Rowberry		
Carl Beebee		appointed 6th June 2023, resigned 3rd October 2023
Andrew Scholar		appointed 5th December 2023

Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)  

Full name(s)	STEPHEN THORNHILL	FELICITY M NORMAN
Position	TRUSTEE	TRUSTEE
Date	16 JULY 2024	16 JULY 2024

Independent examiner's report to the trustees of LARC Development Trust

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2024

Responsibilities and basis of report

As the trustees of the Charity (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 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 2011 ('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

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

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

 18/07/24.

Blaise White
3 Manor Way
Eye Lane
HR6 0DS

Statement of Financial Activities

	Unrestricted funds	Restricted income funds	2024	2023
	£	£	£	£
Income				
Income from:				
Donations and legacies	3,849	-	3,849	5,104
Charitable activities	76,534	-	76,534	78,963
Other Trading Activities	120,723	-	120,723	98,279
Investments	1,305	-	1,305	531
Grants	1,247	-	1,247	-
Other	641	-	641	953
Total	204,299	-	204,299	183,831
Expenditure				
Raising funds	31,788	-	31,788	31,029
Charitable activities	191,068	2,000	193,068	144,822
Loan Interest	-	-	-	-
Other	-	-	-	-
Total	222,856	2,000	224,856	175,851
Net income/(expenditure)	- 18,557	- 2,000	- 20,557	7,980
Extraordinary Item	-	-	-	-
Net movement in funds	- 18,557	- 2,000	- 20,557	7,980
 Total funds brought forward	 90,319	 2,795,689	 2,886,008	 2,878,028
Total funds carried forward	71,762	2,793,689	2,865,451	2,886,008

Unrestricted funds	Restricted income funds	2024	2023
£	£	£	£
2,815,272	-	2,815,272	2,820,323
2,815,272	-	2,815,272	2,820,323
8,971	-	8,971	9,020
71,065	0	71,065	91,403
80,036	0	80,036	100,423
(29,857)	-	(29,857)	(34,738)
50,179	0	50,179	65,685
2,865,451	0	2,865,451	2,886,008
-	-	-	-
2,865,451	0	2,865,451	2,886,008
	2,793,689	2,793,689	2,795,689
71,762		71,762	90,319
71,762	2,793,689	2,865,451	2,886,008

16	7	24
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Notes to the financial statements

1: Accounting Policies

1.1 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 accounts 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 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011

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

1.2 Going concern

The trustees consider that the charity remains a going concern.

1.3 Income

Recognition of income

Income is included on the Statement of Financial Activities when the charity becomes entitled to the resources, it is more likely than not to be received and the monetary value can be measured with sufficient reliability

Offsetting

There has been no offsetting either of expenses against income or liabilities against assets

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

1.4 Expenditure and Liabilities

Liability recognition

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

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Notes to the financial statements

1.5 Assets

Tangible fixed assets for use by charity These are capitalised if they can be used for more than one year, and cost at least £1,000
They are valued at cost.

The depreciation rates and methods used are disclosed in note 5

Debtors Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

2. Analysis of Income and Expenditure

		Unrestricted funds	Restricted income funds	2024	2023
		£	£	£	£
Donations and legacies:		3,849	-	3,849	5,104
Charitable activities:	Rental Income	67,272	-	67,272	63,852
	Room Hire	9,262	-	9,262	15,111
		76,534	-	76,534	78,963
-Other trading activities:	General sales	1,970	-	1,970	2,629
	Café, catering & bar sales	118,752	-	118,752	95,650
		120,723	-	120,723	98,279
Income from investments:					
	Bank Interest	1,305	-	1,305	531
Grants	Leominster Town Council	1,000	-	1,000	-
	Charities Trust	247	-	247	-
		-	-	-	-
		1,247	-	1,247	-
Other Income					
	Electricity Generation	641	-	641	953
TOTAL INCOME		204,299	-	204,299	183,831

Notes to the financial statements

Expenditure	Unrestricted funds	Restricted income funds	2024 £	2023 £
Expenditure on raising funds				
Expenditure on other trading activities	31,788	-	31,788	31,029
Expenditure on charitable activities				
Personnel Costs	123,130	-	123,130	96,050
Premises Costs	47,431	2,000	49,431	36,778
Office Costs	20,507	-	20,507	11,994
Total expenditure on charitable activities	191,068	2,000	193,068	144,822
Loan Interest	Loan Interest			
	-	-	-	0
TOTAL EXPENDITURE	222,856	2,000	224,856	175,851

3. Details of certain types of expenditure

Note 3.1 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees	200	200
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner	1863	1200

4. Paid employees

4.1 Staff Costs

	2024 £	2023 £
Salaries and wages	120,223	94,498
Social security costs	4,995	-
Pension costs (defined contribution pension plan)	1497	1264
Other employee benefits		
Total staff costs	126,715	95,762

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

4.2 Average head count in the year	2024 Number	2023 Number
	11	9
4.3 Full time equivalent employees in the year	2023 Number	2022 Number
	5	5

Notes to the financial statements

5 Tangible fixed assets

5.1 Cost or valuation

	Freehold land and property	PVC Solar Panels	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
		£	£	£	£
At 1 st April 2023	2,800,000	6,504	4,225	29,834	2,840,563
Additions in the year					0
Disposals in the year				-1,915	
At 31 st March 2024	2,800,000	6,504	4,225	27,919	2,838,648

5.2 Depreciation and impairments

	**Basis	SL	SL	SL	Straight Line ("SL") or Reducing Balance ("RB")
	** Rate	10%	20%	15%	
At 1 st April 2023		6,177	4,225	9,838	20,240
Depreciation		327		3,056	3,383
				-247	-247
At 31 st March 2024		6,504	4,225	12,647	23,376

5.3 Net book value

1 st April 2023	2,800,000	327	-	19,996	2,820,323
31 st March 2024	2,800,000	0	-	15,272	2,815,272

6 Debtors and prepayments

6.1 Analysis of debtors

	2024	2023
	£	£
Trade debtors	3,907	3,404
Prepayments and accrued income	1,691	976
Stock	3,373	
Other debtors	-	-
Total	8,971	4,380

7. Creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	2024	2023	2024	2023
	£	£	£	£
Trade creditors	8,709	10,007	-	-
Accruals and deferred income	15,914	14,951	-	-
Taxation and social security	249	1,288	-	-
Other creditors	4,986	8,492	-	-
Total	29,857	34,738	-	-

Notes to the financial statements

8 Cash at bank and in hand

	2024	2023	2024	2023
	Unrestricted funds	Restricted income funds	Total	
	£	£	£	£
Short term deposits	51,498	-	51,498	51,340
Cash at bank and on hand	19,567	-	19,567	43,619
Total	<u>71,065</u>	<u>0</u>	<u>71,065</u>	<u>94,959</u>

9. Charity Funds

9.1 Details of material funds held and movements during the CURRENT reporting period

Fund names	Purpose and Restrictions	Fund balances 1 April 2023 £	Income £	Expenditure £	Transfers	Fund balances 31 March 2024 £
Unrestricted Funds						
Herefordshire Council (capital)	Grant to support Loan repayments	-	-	-	-	0
General Funds	Unrestricted General Funds	90,319	204,299	222,856	-	71,762
	Total Unrestricted Funds	82,339	204,299	222,856	-	71,762
Restricted Funds						
Community First Capital Fund	Value of Grange Court building	2,000	-	2,000	-	2,793,689
	Total Restricted Funds	2,795,689	-	2,000	-	2,793,689
Total Funds as per balance sheet		2,878,028	204,299	-224,856	-	2,865,451

9.2 Details of material funds held and movements during the PREVIOUS reporting period

Fund names	Purpose and Restrictions	Fund balances 1 April 2022 £	Income £	Expenditure £	Transfers £	Fund balances 31 March 23 £
Unrestricted Funds						
Herefordshire Council (capital)	Grant to support Loan repayments	53,918			53,918	-
General Funds	Unrestricted General Funds	28,421	183,831	175,851	53,918	90,319
	Total Unrestricted Funds	82,339	183,831	175,851	-	90,319
Restricted Funds						
Community First		2,000	-	-	-	2,000
Capital Fund	Value of Grange Court building	2,793,689	-	-	-	2,793,689
	Total Restricted Funds	2,795,689	-	0	-	2,795,689
	Total Funds as per balance sheet	2,878,028	183,831	-175,851	-	2,886,008

Note 11 Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (2023 Nil)