

The Rylstone District War Memorial Hall
(Registered Charity No.1169911)

Trustees' Report
and
Financial Statements
for the year ended 31 December 2021

Chairman of Trustees

John R. Carlisle
Coxons Farm
Cracoe
Skipton
BD23 6LB

Bankers

Barclays Bank Plc

Independent Examiner

Daniel Taylor
Green Lane Cottage
Green Lane
Rylstone
Skipton
BD23 6LN

Registered Address

Cracoe Village Hall
The Butts
Cracoe
Skipton
BD23 6LQ

THE RYLSTONE DISTRICT WAR MEMORIAL HALL ("the Charity")
(Registered Charity No. 1169911)

Trustees' Report for the year ending on 31 December 2021

1. The official address of the Charity is Cracoe Village Hall, The Butts, Cracoe, Skipton, North Yorkshire BD23 6LQ and the Charity uses the trading name of "Cracoe Village Hall".
2. The original objects of the Charity contained in its constitution dated 26 October 2016 ("the constitution") are:-
 - (a) the provision, maintenance, improvement and development of the Cracoe and District Village Hall ("the Hall") and of its surrounding grounds primarily for the use and benefit of the inhabitants of Rylstone, Hetton-cum-Bordley, Cracoe, Flasby and Winterburn (all of which are small villages lying to the north of Skipton in North Yorkshire, England) without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the principal object of improving the conditions of life for the said inhabitants and for their invitees
 - (b) to hold by way of lease or otherwise the land on which the Hall has been built and its surrounding grounds upon trust for the objects of the Charity as aforesaid and
 - (c) to hold the land (approximately 670.57 square metres) specified in the Schedule to the constitution upon trust for the benefit of the said inhabitants in whatever way the charity trustees in their absolute discretion considered most appropriate.
3. The Trustees holding office as at 31 December 2021 were Messrs J R Carlisle (Chairman), A S Armstrong (Vice-Chairman), Mrs J A Baines (Secretary), A G Horn (ex-officio), R G Jackson (ex-officio), D L Merritt, C Nelson, J M Reeday, J A Shuttleworth (ex-officio), J C Wade, P D White, and Mrs S Magoolagan and Mrs H Wellock. The constitution provides for not more than 12 appointed and not more than 3 ex-officio Trustees (being the Chairmen for the time being of the Parish Meetings of Cracoe, Hetton-cum-Bordley and Rylstone).
4. The Charity's constitution was entered on the Register of Charities on 26 October 2016 under its registered charity number of 1169911. An Order of the Charity Commission dated 19 December 2016 authorised the transfer to the Charity of the assets and liabilities of The Rylstone District War Memorial Hut ("the Hut" registered charity number 225902) on the passing of a suitable resolution. This resolution was unanimously passed at an Extraordinary General Meeting of the Trustees of the Hut held on 16 January 2017. The Trustees of the Charity took over the running of the Hall with effect from 1 April 2017.
5. During 2021 the Trustees have continued with the Management Committee structure originally set up by the Hut to deal with all day-to-day matters in the running of the Hall. The officers during the year were - Chairman - Andrew Armstrong; Vice-Chairman - John Carlisle; Secretary - Gareth Jones; Treasurer - Maureen Chaduc; Bookings Secretary - Debbie Geldart (to March 2021); Anne Peart (from March 2021); and Health and Safety Officer - Neil Geldart (to March 2021); Richard Jackson, Hetton (from March 2021); together with 6 other members. A small management team comprising John Carlisle, Andrew Armstrong, Helen Chew and Gareth Jones has provided support to the bookings secretary and the caretaker. The Trustees continue to seek out new volunteers to get involved with the day-to-day running of the Hall.
6. Caretaking services continued to be undertaken to a high standard by Kayleigh Nicholson during the year and the Management Committee continued to pay her a monthly retainer to keep a check on the Hall during the periods when it was closed as a result of the Covid-19 pandemic. Sadly, Kayleigh was offered a new full-time job elsewhere in December 2021 and the Management Committee is in the process of finding a replacement caretaker.

The Management Committee are pleased to have had the continued support of James Southwell during the year to undertake outside maintenance under the supervision of Management Committee member Simon Butcher. New Health and Safety Officer Richard Jackson was also welcomed to the Management Committee in March. He has enrolled the Charity as a member of Community First Yorkshire which has particularly helped with health and safety protocols and checklists. Richard and John Carlisle undertook a comprehensive audit of the Hall in June and a programme of repairs and upgrades was actioned through the year.

7. The Finance Committee of two Trustees being John Carlisle and Andrew Armstrong together with non-trustee Maureen Chaduc have effectively overseen the finances of the Charity during the year. Despite the loss of income due to the Covid-19 pandemic, finances remain healthy, thanks to the continued revenue from the school contract, flat rental, solar panels and biomass boiler. The financial results of the period under review at the Hall show a surplus for the year of £4,803. The accounts which are annexed to this report for the year ending 31st December 2021 show a cash balance in hand of £101,243.13 at the year end. The 1-year bond with Hampshire Trust Bank came to the end of its term in November 2021, having produced a return on investment of £708.38. It was agreed that the Treasurer should re-invest the bond value of £70,915.23 together with some surplus funds held in the current account to make up the investment amount to £85,000 (the maximum amount safeguarded under the UK Government financial guarantee scheme). The Treasurer was tasked with identifying the best available investment rates for the funds. A re-evaluation of assets had been undertaken by the Charity's Insurance Company during the year, this is required every 5 years. The company is a specialist insurer of Village Halls. The re-evaluation had resulted in an increased value to £1,487,033, including external re-build costs such as car parking areas and walling as well as the Hall itself, plus demolition costs, fees and VAT. Although this was a significant increase in value, it was felt that it would be prudent to accept this valuation to avoid any debate about a claim should one ever have to be made.

8. The Trustees have continued with the following approach to reserves throughout the year:-
(a) reserves will be required (i) to ensure continuity in the event of a large variation of income (ii) to spend in emergencies and (iii) to pay for major repairs and any improvements to the Hall.
(b) the Trustees' approach has been to maintain reserves to cover one year's normal anticipated expenditure, any unusual liabilities for which provision needs to be made, any repayable deposits and any additional expenditure on possible improvements to the Hall and its surrounds.
The continued disruption to the use of the Hall as a result of the Covid-19 pandemic, and hence to the income levels, emphasised once again the need to maintain a good level of reserves for the foreseeable future.

9. The use of the Hall during 2021 was limited once again due to the Covid-19 pandemic. The Hall continued to be closed to all activities other than use by the School until May. A simplified pricing policy was agreed for the re-opening, and prices were reviewed in order that they remained competitive. This will be reviewed again at the AGM in March 2022. A phased re-opening was then overseen by a Sub-Committee who ensured that all relevant Government guidance was followed. A planned re-launch event for the local community was arranged on two separate occasions during the year, but each had to be abandoned due to the pandemic. There was some limited use of the Hall by external organisations such as for participants of a cycle event, and a Quaker group meeting. Local activities such as Table Tennis and Tai classes resumed in July, and the WI in September, plus there were bookings for children's parties. It was particularly good that the annual Pantomime could take place again over two evenings at the beginning of December, and the Trustees appreciate the hard work undertaken in particular by local resident Tom Carlisle in ensuring this event was such a success.

10. The Trustees have had regard to the guidance issued by the Charity Commission on "public benefit" and can confirm that the Hall has been used extensively for the benefit of local schoolchildren, of local inhabitants, of local and non-local groups, of non-local individuals and of charities and organisations.

11. Kane Pulford Roberts continued his tenancy of the flat throughout the year.

12. Mr Christopher Gregson continued during the period as the Charity's premises supervisor.

13. The Management Committee agreed to suspend the 2021 increase in the rental fee for use of the Hall by Cracoe Primary School. The free use of the Annexe by the Breakfast Club continued. An Agreement dated 11 October 2016 made with the School Governors dealing with the ownership, insurance, maintenance and repair of kitchen and other equipment in the Hall was continued by the Charity during the year.

14. Development of the site of the old Hut for the school's outdoor learning initiative progressed through the year. As well as raised beds there is now a beehive, a pond, and trees have been planted to screen the area from the main road.

15. There was no income received from Scottish Power for the solar panels in this financial year due to delays in their processing of meter readings, this is being pursued by the Treasurer. There are also still issues with the biomass audit from 2020 and with the heat meter, local resident James Butcher has expertise in biomass systems and is supporting the Charity to address these issues.

16. A new legal adviser was appointed as a result of the retirement of Diane Foster, of Foster Law. Christopher Jackson, a partner at J P Mewies in Skipton agreed to take on the role. The Hall Deeds will be transferred to the firm for safe-keeping.

17. An article appeared in the Rylstone Parish Magazine in June 2021 to advertise the planned community re-opening of the Hall, which sadly never went ahead.

18. No Trustee received any remuneration during the period under review.

19. A Register of the Trustees' interests made in accordance with the Charity Commission's requirements was taken over from the Hut and all Trustees are urged to ensure that this is kept up to date. A Register of the Charity's Trustees has also been drawn up containing the information required under the Charitable Incorporated Organisations (General) Regulations 2012.

20. The Charity will supply copies of its independently-examined Financial Statements and the Trustees' Report not only to the Charity Commission but also to all officers of the Management Committee and members of the Finance Committee who are not Trustees and will make copies available to any other member of the Management Committee who wants one.

21. Finally, the Trustees would like to take this opportunity to thank Mr Daniel Taylor once again for his help in acting as Independent Examiner of the Trustees' accounts for the year under review.

DATE: 14.3.2022

SIGNED: J R Carlisle

John R Carlisle - Chairman



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

THE RYLSTONE DISTRICT WAR MEMORIAL HALL

On accounts for the year
ended

31 DECEMBER 2021

Charity no
(if any)

1169911

Set out on pages

2-4

I report to the trustees on my examination of the accounts of the above charity ("the CIO") for the year ended 31/12/2021.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

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

I have no concerns and have come across no 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.

Signed:

Date:

21-2-2022

Name:

DANIEL TAYLOR

Relevant professional
qualification(s) or body
(if any):

ACA

Address:

Green Lane Cottage, Green Lane, Rylstone, BD23 6LN

THE RYLSTONE DISTRICT WAR MEMORIAL HALL ("the CIO")
(Registered Charity No. 1169911)

Financial Statements for the year ending 31 December 2021

Income & Expenses from 01.01.2021 - 31.12.2021

| | <u>2021</u> | <u>2020</u> |
|-------------------------------|-------------------------|-------------------------|
| | £ | £ |
| <u>Income</u> | | |
| Rent from Flat | 4,950.00 | 3,120.00 |
| Room Hire | 1,231.00 | 2,722.60 |
| Solar Panels | 0.00 | 3,318.04 |
| Bio Mass Boiler | 1,104.88 | 4,683.28 |
| NYCC - School Contract | 14,770.00 | 14,340.00 |
| Fundraisers | 2,770.68 | 1,154.00 |
| Donations | 0.00 | 0.00 |
| Covid-19 Grant | 0.00 | 10,000.00 |
| Miscellaneous | 2.30 | 378.88 |
| Hampshire Trust Bond Interest | 708.38 | 915.23 |
| | <u>25,537.24</u> | <u>40,632.03</u> |

| | <u>2021</u> | <u>2020</u> |
|---------------------------------|---------------------|----------------------|
| | £ | £ |
| <u>Expenses</u> | | |
| Light & Heat | 4,234.05 | 7,729.05 |
| Insurance | 1,449.93 | 1,323.41 |
| Rates & Waste Removal | 1,780.52 | 1,654.05 |
| Rates for Flat | 0.00 | 328.18 |
| Rent | 50.00 | 50.00 |
| Laundry & Hire Charges | 0.00 | 0.00 |
| Licensing Fees | 360.00 | 0.00 |
| Premises Maintenance | 7,579.69 | 10,170.62 |
| Repairs & Renewals | 2,184.08 | 0.00 |
| Telephone | 695.73 | 445.13 |
| Administration expenses | 68.84 | 107.61 |
| Adverts | 431.14 | 50.00 |
| Fund Raiser Expenses | 0.00 | 485.00 |
| Bank Charges | 0.00 | 0.00 |
| Honoraria | 1,900.00 | 2,200.00 |
| Professional Fees | 0.00 | 0.00 |
| Sundry Expenses | 0.00 | 0.00 |
| | <u>20,733.98</u> | <u>24,543.05</u> |
| Surplus for the year | <u>4,803.26</u> | <u>16,088.98</u> |

Summary

| | 2021 | 2020 |
|---|-----------------|------------------|
| | £ | £ |
| Total Receipts from normal operations | 24,828.86 | 39,716.80 |
| Total Payments for normal operations | 20,733.98 | 24,543.05 |
| Interest from Hampshire Trust Bond | 708.38 | 915.23 |
| Surplus of income on normal operations to 31 December | <u>4,803.26</u> | <u>16,088.98</u> |

Net increase in funds in the year

| | | |
|--|-------------------|------------------|
| Surplus of income on normal operations for the year ending 31 December | 4,803.26 | 16,088.98 |
| Balance brought forward from 31 December 2020 (CIO's account at Barclays Bank) | 96,439.87 | 80,350.89 |
| Balance in hand at 31 December | <u>101,243.13</u> | <u>96,439.87</u> |

Statement of Cash Assets belonging to the CIO as at 31 December 2021

Balances held as at 31 December

| | | |
|---------------------------------|-------------------|------------------|
| Barclays Bank (10500429) | 101,596.53 | 24,818.84 |
| Plus uncleared receipts | 55.80 | 985.80 |
| Less uncleared payments | -409.20 | -280.00 |
| Barclays Bank (10500429) | 101,243.13 | 25,524.64 |

| | | |
|---|-------------------|------------------|
| 1 Yr Bond held with Hampshire Trust Fund | | 70,915.23 |
| Balance in hand at 31 December | <u>101,243.13</u> | <u>96,439.87</u> |

Statement of Assets and Liabilities of the CIO as at 31 December 2021

Monetary Assets

| | | |
|---|------------|-----------|
| Barclays Bank | 101,243.13 | 25,524.64 |
| 1 Year Fixed Rate Bond - Hampshire Trust Bank | | 70,915.23 |

Non-Monetary Assets

Site of "the Hut" (freehold 670 sq metres) acquired on 6 August 1921 by the CIO's predecessor charity known as The Rylstone District War Memorial Hut (registered charity no.225902). The Hut itself was demolished in December 1999 but the land on which it stood in Cracoe, near Skipton, North Yorkshire was vested in the CIO by its predecessor charity.

The Butts, Cracoe (leasehold interest for 99 years with effect from 1 January 1997 at an annual rent of £50). This interest was also vested in the CIO by its predecessor charity, The Rylstone District War Memorial Hut (registered charity no.225902). The Village Hall built on the site has been insured in the sum of £1,487,033 in 2021 which includes external re-build costs such as car parking areas and walling as well as the Hall itself, plus demolition, a contingency, professional fees and VAT.

The CIO also held seven external benches insured for £3,411.00 with the Hall's internal contents being insured for £47,876.00.

Liabilities

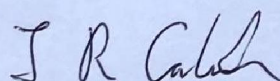
The Trustees' agents hold £450 as a repayable deposit to the occupier of the flat.

The CIO has a number of ongoing arrangements with suppliers of services and products such as alarm services, floor maintenance services, and cleaning services.

The CIO has not given any guarantees nor does it have any debt outstanding which is secured by an express charge on any of its assets.

Signed:

John R Carlisle
Chairman of the CIO



Date:

14.3.2022