

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

Trustees' Report
and
Financial Statements
for the year ended 31 December 2024

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 2024

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 2024 were Messrs J R Carlisle (Chairman), A S Armstrong (Vice-Chairman), Mrs J A Baines (Secretary), Messrs S A K Butcher, A G Horn (ex-officio), R G Jackson (ex-officio), R W Nelson, J M Reeday, J C Wade, R E Webster, P D White, Mrs S Magoolagan and Mrs G Scully (ex-officio). 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 2024 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 - Jenny O'Sullivan; Treasurer - Maureen Chaduc; Bookings Secretary - Anne Peart; and Health and Safety Officer - Richard N Jackson; together with 8 other members. A small management team comprising John Carlisle, Andrew Armstrong, Helen Chew, Richard N Jackson and Jenny O'Sullivan has provided support to the bookings secretary and with the caretaking. The Trustees continue to seek out new volunteers to get involved with the day-to-day running of the Hall.
6. **Hall management:** Jo-Anne Garvey in her part-time capacity as Cleaner has kept the hall in very good order, and regularly reports any issues that she identifies. She has also proved to be flexible in assisting with extra cleaning duties, setting up and taking down when required. The post of caretaker remains vacant.

Jonathan Gibson has continued to do a good job on outside maintenance work under the supervision of Management Committee member Simon Butcher.

Management Committee members have overseen a long list of repairs, upgrades and maintenance during the year: gutters have been cleaned, an external survey was undertaken on smoke detectors, sounders, heat detectors and call points.

Sadly, there was a major issue for the Committee to deal with during the year: in August the oil boiler incurred a significant leak, which was undetected for some days as it was during the school holidays, plus the flat tenant was away. As the boiler is housed in a cupboard between the meeting room and main hall this affected internal walls and floors, particularly in the meeting room. Loss Adjusters under the Hall's insurance policy appointed a specialist environmental company to remove the boiler, do a proper clean up and get rid of any contamination. The Hall had to close for the initial clean up and the tenant had to move out of the flat. 5 months later, the Meeting Room and the flat are sadly still not fit for use. It has been difficult to get rid of the oil smell, and work continues on this. Although most of the work will be covered by the Hall's insurance policy, this does not cover the loss of 5 month's rent during 2024 totalling £2475.00 or having to cover costs and standing charges paid by the tenant for the period to 31/12/2024 amounting to £824, plus the expenses for the empty flat (council tax and electricity) which amount to around £160 per month. This incident means that a new, sustainable back-up solution for the biomass boiler needs identifying. An external survey has been undertaken of the whole heating system with recommendations, and the Committee is now in the process of getting quotes to undertake this work which is likely to be a substantial sum and will need to be funded from the Charity's reserve.

The Committee agreed to continue with an Honorarium for the Treasurer of £1,000 and for the Bookings Secretary of £1,200.

7. The Finance Committee of two Trustees being John Carlisle and Andrew Armstrong together with Treasurer (ex-officio) Maureen Chaduc have effectively overseen the finances of the Charity during the year. The financial results of the period under review at the Hall show a loss for the year of £877.07. This is largely due to loss of income from the flat and some compensation for the tenant, delay in receiving the Ofgem payment for the solar panels, and increased premises' maintenance costs. The accounts which are annexed to this report for the year ending 31st December 2024 show a cash balance in hand of £110,282.27 at the year end. £75,837.30 of this is invested with the Cambridge and Counties Bank, £25,837.30 in a 1-year bond which matures on 2nd April 2025 and £75,000 in a 2-year bond which matures on 25th July 2026. In light of the additional costs that will be incurred in 2025 as a result of the oil boiler leakage, additional funds have been moved from savings accounts into the Barclays Cash Account.

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 boiler leakage during the year has emphasised the need for a good level of reserves to cover the costs of such unforeseen incidents.

9. The Management Committee has continued the policy of restricting larger events to bookings from people residing within the 6 villages and maintaining lower letting rates for those bookings. However, people booking any event needing a lot of caretaking input are required to pay more. Regular events at the Hall are Cracoe and Rylstone School Breakfast Club, Tai Chi, Table Tennis and WI meetings. Other events have included: use as a polling station for the General Election, family and children's parties,

wedding and christening parties, cycling events, training courses, use by a walking group, a church group and an Afghan pop-up restaurant. The Management Committee has overseen a pudding and quiz evening and several community coffee mornings. In particular, the Committee arranged a well-attended community barbecue at the Hall to mark the 25th Anniversary of the opening of the Village Hall. The Trustees appreciated the hard work undertaken once again by local resident Tom Carlisle in writing, directing and organising the Christmas Pantomime and ensuring that it too was another resounding 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, and a 10% increase in the rent was agreed from September 2024. However, Kane has had to move out temporarily since August due to the oil boiler leakage outlined above.

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

13. An increase to £17,000 per annum was agreed with North Yorkshire Council for the rental fee for use of the Hall by Cracoe Primary School with effect from 1st September 2024, an increase of 4.65%, and we agreed a new five year contract with the Council, expiring in 2029. 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. Use of the site of the old Hut for the School’s outdoor learning initiative continues to be successful, with gardening, bee-keeping and other outdoor activities being undertaken by children at the School.

15. Regular adverts for the Hall appear in the villages’ Parish Magazine, and events and activities are promoted there and via social media.

16. Trustee remuneration: No Trustee payments were made during the year.

17. A Register of the Trustees’ interests made in accordance with the Charity Commission’s requirements was taken over from the Hut and all Trustees 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.

18. 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.

19. 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.

SIGNED:



DATE: 10/03/2025

John R Carlisle - Chairman



Section A

Independent Examiner's Report

Report to the trustees

Charity Name:

The Rylstone District War Memorial Hall

On accounts for the year
ended

31 December 2024

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 Trust") for the year ended **31 / 12 / 2024**.

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 Trust'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:

17/02/2025

Name:

DANIEL TAYLOR

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

ACA, CTA

Address:

Green Lane Cottage, Green Lane, Rylstone

North Yorkshire, BD23 6LN

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

Financial Statements for the year ending 31 December 2024

Income & Expenses from 01.01.2024 - 31.12.2024

| <u>Income</u> | <u>2024</u> | <u>2023</u> |
|--|-------------------------|-------------------------|
| | £ | £ |
| Rent from Flat | 2,776.00 | 5,400.00 |
| Room Hire | 3,732.00 | 3,064.74 |
| Solar Panels | 513.82 | 4,698.68 |
| Bio Mass Boiler | 3,873.81 | 5,883.44 |
| NYCC - School Contract | 16,244.00 | 15,642.00 |
| Fund Raisers | 4,323.71 | 2,854.90 |
| Donations | 3,280.50 | 0.00 |
| Miscellaneous | 230.00 | 727.78 |
| | <u>34,973.84</u> | <u>38,271.54</u> |
| <u>Expenses</u> | | |
| Light & Heat | 13,045.30 | 14,144.22 |
| Insurance | 1,759.33 | 1,721.76 |
| Rates & Waste Removal | 1,944.95 | 1,968.74 |
| Rates for Flat | 57.00 | 0.00 |
| Rent | 50.00 | 50.00 |
| Laundry & Hire Charges | 0.00 | 0.00 |
| Licensing Fees | 180.00 | 180.00 |
| Premises Maintenance | 12,502.90 | 10,780.11 |
| Repairs & Renewals | 2,232.25 | 4,435.86 |
| Telephone | 790.84 | 724.73 |
| Administration expenses | 28.45 | 27.60 |
| Adverts | 50.00 | 50.00 |
| Fund Raiser Expenses | 3,430.64 | 59.56 |
| Bank Charges | 0.00 | 0.00 |
| Honoraria | 2,200.00 | 2,200.00 |
| Professional Fees | 36.00 | 0.00 |
| Sundry Expenses | 445.00 | 0.00 |
| | <u>38,752.66</u> | <u>36,342.58</u> |
| Operating Surplus/Loss for the Year | <u>-3,778.82</u> | <u>1,928.96</u> |
| Hampshire Trust Interest - 1 Yr Bond | 944.51 | 250.68 |
| Hampshire Trust Interest - 2 Yr Bond | 1,119.94 | 0.00 |
| Cambridge /Counties Bank Interest- 1 Yr Bond | 837.30 | 0.00 |
| Investment Interest for the Year | <u>2,901.75</u> | <u>250.68</u> |
| Total Surplus/Loss | <u>-877.07</u> | <u>2,179.64</u> |

| Summary | 2024 | 2023 |
|---|----------------|-----------------|
| | £ | £ |
| Total Receipts from normal operations (brought forward from page 1) | 34,973.84 | 38,522.22 |
| Total Payments for normal operations (brought forward from page 2) | 38,752.66 | 36,342.58 |
| Interest from Hampshire Trust Bond - 1 Year Bond | 944.51 | 0.00 |
| Interest from Hampshire Trust Bond - 2 Year Bond | 1,119.94 | 0.00 |
| Interest from Cambridge & Counties - 1 Year Bond | 837.30 | 0.00 |
| Surplus/deficit of income on normal operations to 31 December | -877.07 | 2,179.64 |

Net increase/decrease in funds in the year

| | | |
|--|-------------------|-------------------|
| Surplus/deficit of income on normal operations for the year ending 31 December | -877.07 | 2,179.64 |
| Balance brought forward from 31 December (CIO's account at Barclays Bank) | 111,159.34 | 108,979.70 |
| Balance in hand at 31 December | 110,282.27 | 111,159.34 |

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

| | | |
|---|-------------------|-------------------|
| Petty Cash | 351.90 | 0.00 |
| Balances held as at 31 December | | |
| Barclays Bank (10500429) | 34,964.07 | 10,629.16 |
| Plus uncleared receipts | 0.00 | 393.50 |
| Less uncleared payments | -871.00 | -114.00 |
| Barclays Bank (10500429) | 34,093.07 | 10,908.66 |
| 1 Yr Bond held with Hampshire Trust Fund (Matures 02.04.24) | | 25,250.68 |
| 2 Yr Bond held with Hampshire Trust Fund (Matures 01.04.24) | | 50,000.00 |
| 1 Yr Bond held with Cambridge & Counties Bank (Matures 02.04.25) | 25,837.30 | 25,000.00 |
| 2 Yr Bond held with Cambridge & Counties Bank (Matures 25.07.26) | 50,000.00 | 0.00 |
| Balance in hand at 31 December | 110,282.27 | 111,159.34 |

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

| | | |
|--|-----------|-----------|
| Monetary Assets | | |
| Petty Cash | 351.90 | |
| Barclays Bank | 34,093.07 | 10,908.66 |
| 1 Year Fixed Rate Bond - Hampshire Trust Bank | | 25,250.68 |
| 2 Year Fixed Rate Bond - Hampshire Trust Bank | | 50,000.00 |
| 1 Year Fixed Rate Bond - Cambridge & Counties Bank | 25,837.30 | 25,000.00 |
| 2 Year Fixed Rate Bond - Cambridge & Counties Bank | 50,000.00 | |

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 £2,228,585.00 in 2024 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 £4,548.00, with the Hall's internal contents being insured for £63,838.00.

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: 10/03/2025