



Trustees Report and Treasurer's Report for the year ended April 2021

Annual report 2020-2021

The Trustees have continued to meet during the year, either virtually or in person as occasion allowed, inevitably disturbed by the pandemic. Our plans developed considerably despite circumstances limiting action. As in 2020, we propose that this Report is made to members electronically rather than in person. However, any questions and public discussion is very much welcomed, and Trustees will happily meet with enquirers upon request.

Participation in Holmfirth-wide issues

We have continued to participate with other voluntary organisations in the Holme Valley, principally Holmfirth Forward and the Neighbourhood Development Plan [NDP]. The NDP [see https://www.holmevalleyparishcouncil.gov.uk/Neighbourhood_Plan_22997.aspx] is moving towards public referendum in November 2021 and will then guide development within Kirklees and Peak Park areas. We feel this is very sympathetic to conservation [not preservation!] in Holmfirth and members may like to read it for themselves. Holmfirth Forward actively participates in the developing road and market proposals, again feeling that these are far more sympathetic to conservation in the town than previous plans. Implementation and detail will prove crucial, and we will be as involved as possible.

Proposed Heritage Centre and Heritage Society

Discussions on both have continued, though limited by circumstances. The Centre is a medium-term project that should tell the many stories that form our identity as an attractive, social and welcoming town, with a visitor focus, aiding economic vitality. It is hoped to relate more about location and organisation soon. The Society, with speakers and events that tell the stories of our town and people, will launch as soon as we think that a new social body may begin with success. We realise that news of both is slow, but supporters will understand our constraints!

Conservation Area Appraisals

Most of our members engaged with us through the Holmfirth CAA [see <https://www.holmfirthconservation.org.uk/Appraisal>] and we are in early stages of preparing for further Appraisals for the Hinchcliffe Mill and Underbank Conservation Areas, more news soon. While these are not listed as Conservation Areas at Risk by English Heritage as is Holmfirth, they are vital parts of the wider Holmfirth context and do face challenges. In addition, every Conservation Area should have an Appraisal and Plan!

In Conclusion ...

Concern for the Heritage of Holmfirth continues and we long to be able to promote this more widely soon.

Steve Davie, Chair of Trustees.

Aim and Objectives of HCG

- To protect and enhance the unique characteristics of the Holmfirth Conservation Area, including the built environment, highways and street furniture and Holmfirth's open spaces.
- To promote conservation, preservation and enhancement of the features of Holmfirth's heritage assets.



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- To forge a relationship with Kirklees Planning Department and Holme Valley Parish Council to use the Conservation Area Appraisal (CAA) to provide a platform whereby the Conservation Area of Holmfirth can be removed from Historic England's "At Risk" register.
- To promote the history of Holmfirth.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number: No. 1172636.

The Trustees during the financial year

Steve Davie
Stan Driver
Peter Hibbard
Steve Ransby

Independent Examiner

G C M Latham
27 White Wells Gardens
Scholes
HD9 1TZ

Bankers

National Westminster Bank
8 Market Place
Huddersfield. HD1 2AX

Structure, governance and management

Holmfirth Conservation Group (HCG) became a Charitable Incorporated Organization (CIO) on the 19th April 2017. HCG is governed by the Constitution and the HCG Terms of Reference.

More details are available on Holmfirth Conservation Group's website at <http://www.holmfirthconservation.org.uk>

Membership

Membership is open to all. Membership is via the HCG website page: <http://www.holmfirthconservation.org.uk/contact-us>

Trustees

The Constitution restricts the number of Trustees to no fewer than 3 and no more than 12 members. The Trustees are responsible for the smooth running of HCG, based on the Constitution, the Terms of Reference, the accounts, the membership and the AGM. The Trustees of the charity are appointed by the members at the AGM.

Method of recruitment and appointment of trustees

Trustees are appointed to ensure a balance of skill-sets in order to maintain a professional core to manage HCG. Trustees consider gaps in the skillset of the group and invite personnel with the relevant experience to join the Trustees. Invited people may become co-opted members, recorded at a meeting of Trustees, and elected at the next AGM



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Serving trustees for the year 2019-2020, include the Chair who is a former planning officer and vicar, two former Conservation Officers and an expert on heritage tourism who continues to lecture and publish on Shanghai, while resident in Holmfirth.

Serving Trustees are standing again for election.

At this point we would love to have a social team to bring an added dimension to our work, probably through our Management Committee.

The Trustees appoint members of the Management Committee and approve members of any sub-committee recommended by the Management Committee.

Statement of Trustees' responsibility

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with the applicable law.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable organization.

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.

The Management Committee

The Terms of Reference devolve responsibility for the day to day running to the Management Committee.

Although the Management Committee manages the projects of HCG, Trustees are encouraged to be members of the Management Committee to ensure the HCG Constitution and Terms of Reference are followed at all times to ensure the smooth running of the organization.

Appointment to Management Committee

1. Generally, Holmfirth Conservation Group (HCG) Trustees are automatically members of the Management Committee.
2. Only members of HCG may serve on the Management Committee.
3. Members of the Management Committee may co-opt other members of the HCG to become members of the Management Committee with the agreement of Trustees.
4. The membership of the Management Committee must be confirmed by resolution of the wider members of HCG at the AGM.
5. The Chair and Vice-Chair of the Management Committee will be confirmed by resolution of wider members of HCG at the AGM.

The chair of sub-groups must be a member of the Management Committee. Members of the sub-group may not necessarily be members of the Management Committee but must be members of HCG. Minutes must be kept and submitted to the Management Committee and stored electronically.



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Treasurer's Report

Financial Statements for the Year Ended March 2020

1) ACCOUNTING POLICIES

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.

Fund accounting

HCG accounts cover the activities of the Group, which have been limited in terms of expenditure this year.

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Transactions for funds are summarised in the Receipts & Payments report and amount to £410 for running expenses.

2) GRANTS AND DONATIONS

No income has been received in 2020-21.

CARRIED FORWARD from 2020 to April 2021	3144.15
Insurance	206.32
Carried forward to 2021	2937.83

Statements from Charities Commission regarding ...

- Charities whose income is below £10,000 do not need an external auditor, though accounts should be kept up-to-date.
- Audit or independent examination

1.2 Annual return form - preparation and filing: the duty to complete and file the annual return with the commission applies to all CIOs, and to all other registered charities whose gross yearly income exceeds £10,000. Charities whose gross income is below £10,000 have an obligation to keep their registered details up to date – they can use the annual return to do this.

And

1.4 Audit or independent examination? Except for NHS charities, only those charities with gross income of more than £25,000 in their financial year are required to have their accounts independently examined or audited - below that threshold, an external scrutiny of accounts is only needed if it is required by the charity's governing document.