



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1/12/20

Period start date To 30/11/21 Period end date

Charity name: Friends of Silsden Town Hall

Charity registration number: 1175255

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To promote the wellbeing of the people of Silsden and the surrounding area through the provision of facilities which encourage educational, sporting and social recreational activities in Silsden Town Hall.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Yoga, thai chi, ballet, majorettes, bowling, slimmer's world, chess club, library, bridge club, choir, Zumba, live music,</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We are aware of charity commission guidance and take it into account when we make decisions</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>The charity has supported over 3000 residents over the past 12 months via our own run events and user groups. Our greatest achievement has been bouncing back from Covid and supporting people to feel safe in large groups again.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>We finished the financial year with £74,000 in the bank</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We would like to hold reserves of at least 10% of turnover to cover outgoings in case we need to fold. However, Covid affected our operations and we are £4000 short of where we would like to be. We are building a second reserve pot to pay for the ongoing maintenance work on the building.</b>
Amount of reserves held	Para 1.22	<b>£8000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution, Mem and Arts</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>By application and interview panel (panel is made up of current trustees.)</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Friends of Silsden Town Hall
Other name the charity uses	
Registered charity number	1175255
Charity's principal address	Silsden Town Hall Kirkgate Silsden BD20 0AJ

### **Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Kilgallon	Chair		
2	Julie Holland	Treasurer		
3	Matthew Rose	Secretary		
4	David Jessup	Vice Chair		
5	Steve Clayton		28/4/21	
6	Kayla Herbert		28/4/21	
7	Graham Arrowsmith			
8				
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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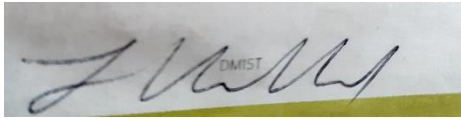
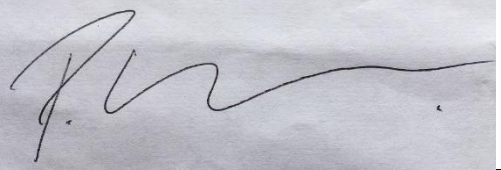
## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.


Signed on behalf of the charity's trustees


Signature(s)		
Full name(s)	Julie Holland	Paul Kilgallon
Position (eg Secretary, Chair, etc)	Treasurer	Chair
Date	21/9/22	

**Friends of Silsden Town Hall**  
**Income & Expenditure for the period ended**  
**30th November 2021**

	2021	2020
<b><u>Opening Funds</u></b>	91,331.65	46,568.29
<b><u>Income</u></b>		
Letting - User Groups	10,119.14	11,743.68
Events (Tickets / Bar / Food)	4,130.93	6,599.90
Grants & Funding	31,490.00	71,326.05
Silsden Town Hall Funding	23,855.00	15,000.00
Donations In	3,578.46	5,666.78
Interest Received	20.67	101.56
Other	162.00	889.00
<b>Total Income</b>	<b>73,356.20</b>	<b>111,326.97</b>
<b><u>Expenditure</u></b>		
Employment Costs	31,262.02	14,638.83
Professional Fees	2,496.70	3,108.40
Communications	3,307.44	1,050.85
Occupancy	12,344.37	13,742.64
Utilities	8,067.25	7,777.18
Insurance	3,349.26	2,932.12
Marketing	67.28	378.77
General Admin Expenses	275.21	72.43
Sundry Expenses	939.24	361.73
Building Maintenance	11,903.19	2,489.81
Equipment Servicing	6,397.84	4,950.87
Event Expenses	10,207.59	14,651.94
Tools & Equipment	49.99	250.04
Donations Out	50.00	158.00
<b>Total Expenditure</b>	<b>90,717.38</b>	<b>66,563.61</b>
<b>Surplus / (Deficit) for the year</b>	<b>(17,361.18)</b>	<b>44,763.36</b>
<b><u>Closing Funds</u></b>	<b><u>73,970.47</u></b>	<b><u>91,331.65</u></b>

Approved Date 15/11/2022

  
Julie Holland  
Treasurer

  
Paul Kilgallon  
Chairman

**Accountants Report**

In accordance with instructions given to us we have prepared the annexed Income & Expenditure Statement from the accounting records of Friends of Silsden Town Hall.

  
Marshall Krysko Limited  
70-72 Kirkgate  
Silsden  
Keighley, BD20 0PA





Section A

Independent Examiner's Report

Report to the trustees/  
members of

FRIENDS OF SILSDEN TOWN HALL

On accounts for the year  
ended

30/11/2021

Charity no  
(if any)

1175255

Set out on pages

1 AND 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/11/2021.

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 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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

PR Marshall

Date:

15/9/2022

Name:

PETER MARSHALL

Relevant professional  
qualification(s) or body

MAAT, ATT (FELLOW)

(if any):

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Address:

MARSHALL KRYSKO LIMITED
70-72 KIRK GATE, SILSDEN, WEST YORKSHIRE
BD20 0PA

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**FRIENDS OF SILSDEN TOWN HALL**

CC (if any)  
**1175255**

**CC16a**

## Receipts and payments accounts

For the period from	01-Dec-20	To	30-Nov-21
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Lettings	-	-	-	-	-
User Group Bookings	10,119	-	-	10,119	11,744
Events (Tickets / Bar / Food)	4,131	-	-	4,131	6,600
Grants, Funding & Donations	3,677	31,391	-	35,068	76,993
Silsden Town Hall Funding	23,855	-	-	23,855	15,000
Interest Received	21	-	-	21	102
Other	162	-	-	162	889
<b>Sub total (Gross income for AR)</b>	<b>41,965</b>	<b>31,391</b>	<b>-</b>	<b>73,356</b>	<b>111,328</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>41,965</b>	<b>31,391</b>	<b>-</b>	<b>73,356</b>	<b>111,328</b>
<b>A3 Payments</b>					
Employment Costs	18,954	12,308	-	31,262	14,639
Professional Fees	2,497	-	-	2,497	3,108
Communications	1,458	1,849	-	3,307	1,051
Occupancy	4,955	7,389	-	12,344	13,743
Utilities	8,067	-	-	8,067	7,777
Insurance	3,349	-	-	3,349	2,932
Marketing	67	-	-	67	379
General Admin Expenses	275	-	-	275	72
Sundry Expenses	285	655	-	940	362
Building Maintenance	-	11,903	-	11,903	2,490
Equipment Servicing	-	6,398	-	6,398	4,951
Event Expenses	5,573	4,635	-	10,208	14,652
Tools & Equipment	-	50	-	50	250
Donations	50	-	-	50	158
Other/Fees	-	-	-	-	-
Bank Charges	-	-	-	-	-
<b>Sub total</b>	<b>45,530</b>	<b>45,187</b>	<b>-</b>	<b>90,717</b>	<b>66,564</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>45,530</b>	<b>45,187</b>	<b>-</b>	<b>90,717</b>	<b>66,564</b>
<b>Net of receipts/(payments)</b>	<b>- 3,565</b>	<b>- 13,796</b>	<b>-</b>	<b>- 17,361</b>	<b>44,764</b>
<b>A5 Transfers between funds</b>	<b>- 12,000</b>	<b>12,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>23,274</b>	<b>68,057</b>	<b>-</b>	<b>91,331</b>	<b>46,567</b>
<b>Cash funds this year end</b>	<b>7,709</b>	<b>66,261</b>	<b>-</b>	<b>73,970</b>	<b>91,331</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account - Current Account	7,373	108	-
	Bank Account - Savings Account	-	66,153	-
	Cash Float	75	-	-
	<b>Total cash funds</b>	<b>7,448</b>	<b>66,261</b>	<b>-</b>

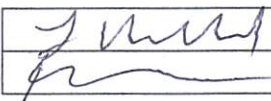
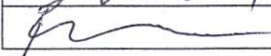
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Trade Debtors	2,356	-	-
	Prepayments	-	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>TOTAL CASH FUNDS &amp; ASSETS</b>	<b>9,804</b>	<b>66,261</b>	<b>-</b>

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Unrestricted funds	Restricted funds	When due (optional)
B5 Liabilities	Accruals	600	-	
	Other Creditors	1,495	-	
			-	
	<b>TOTAL LIABILITIES</b>	<b>2,095</b>	<b>-</b>	
	<b>NET CURRENT ASSETS</b>	<b>7,709</b>	<b>66,261</b>	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	JULIE HOLLAND	15/9/2022
	PAUL RICCILLON	15/9/2022