



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 31/7/2023

Period start date To 30/7/2024

Period end date

Charity name: EPIACUM HERITAGE CIO

Charity registration number: 1178087

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are - To advance the education of the public concerning and permanently to preserve for the benefit of the public generally and especially for the inhabitants of the North Pennines in the counties of Cumbria, Durham and Northumberland, land, buildings or any other artefacts which are of any historic, industrial, agricultural, scientific, or industrial architectural or general architectural interest (hereinafter referred to as 'Heritage Monuments') and generally to protect, preserve and maintain the character and amenities of the said Heritage Monument known as Epiacum Roman Fort and its environs and may exercise all powers which are considered necessary in achieving its primary objectives. Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable.
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	We applied for and received a substantial grant from the AONB Farming in Protected Landscapes fund to enable us to repair and consolidate Wellhouse Bastle. We employed an architecture firm to oversee and carry out the work, ensuring Listed Building Consent permissions were granted. Restoring Wellhouse Bastle would enable us to reopen it safely for the public and will conserve the building - an integral part of the heritage landscape - for generations to come.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm they have regard to all guidance issued by the Charity Commission on public benefit.

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		

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	<p>Work began on Wellhouse Bastle, involving trustees and volunteers when possible.</p> <p>The Molehill Project moved to publication writing phase.</p> <p>Monthly Trustees meetings were held in-remotely and in-person.</p> <p>Engagement of regular volunteers helped maintain the site.</p> <p>Planning for future development and interpretation of the site took place.</p> <p>Trustees worked on funding applications for future opportunities.</p>

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	The organisation has reserves to cover basic running costs for the next 12 months. It has attracted funds from grant providers and from visitors and supporters.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The organisation has managed to build up unrestricted funds of £1,102, which covers the costs of public liability insurance and accountancy costs for the next twelve months. This will ensure that even with no activity or events the site will remain open and accessible to the public until 2026, and we plan to hold fundraising events and make more grant applications to build up the unrestricted funds.
Amount of reserves held	Para 1.22	Unrestricted funds on 31 July 2024 stood at £1,102. Restricted funds stood at £7,228.
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	With a deficit on unrestricted reserves this year of £1,480 and unrestricted reserves carried forward of £1,102, it is a bit of a concern but going forwards we are engaging in fundraising activities and are applying for grant funding to build up these reserves.

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	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	New Trustees can only be appointed by agreement of all the existing Trustees. Potential new Trustees are sent extensive details of the organisation and then asked to submit an application. They are then invited to attend two Trustees meetings as observers before confirming their application. Only then would they be invited to become a Trustee should the existing Trustees decide so.

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	EPIACUM HERITAGE CIO
Other name the charity uses	
Registered charity number	1178087
Charity's principal address	CASTLE NOOK, KIRKHOUGH, ALSTON, CUMBRIA CA9 3BG

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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	Elaine Edgar	Chair		
2	Frances Breen	Vice Chair		
3	Paul Mercer			
4	Steve Bentley			
5	Mark Haworth		Resigned 29/2/2025	
6	Jan Harding		Resigned 28/2/2025	
7				
8				
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14				
15				
16				
17				
18				
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)

F. Breen

Full name(s)

FRANCES BREEN

Position (eg Secretary,
Chair, etc)

VICE CHAIR

Date

28/5/2025



Receipts and payments accounts

CC16a

For the period
from

01/08/2023

To

31/07/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Bank interest	227	-	-	227	146
Grants received	-	53,381	-	53,381	12,446
Masterclass events	-	-	-	-	250
Masterclass event refunds	-	-	-	-	(700)
Friends	253	-	-	253	678
Donations	1,062	-	-	1,062	2,104
Book sales	90	-	-	90	136
Calendar sales	-	-	-	-	338
Sub total (Gross income for AR)	1,632	53,381	-	55,013	15,398
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,632	53,381	-	55,013	15,398
A3 Payments					
Molehill survey costs	-	-	-	-	12,434
Interpretation boards and leaflets	-	-	-	-	60
Equipment	-	1,261	-	1,261	133
Bastle project	-	52,381	-	52,381	-
Bastle House report	-	-	-	-	1,032
Wildlife survey	-	-	-	-	440
Calendar costs	-	-	-	-	336
Book costs	54	-	-	54	-
Accountancy	235	-	-	235	225
Insurance	1,134	-	-	1,134	1,082
Administration support	-	-	-	-	400
Internet costs	80	-	-	80	427
Masterclass costs	-	-	-	-	6,666
Promotional costs	576	-	-	576	345
Rent	1	-	-	1	1
Maintenance	428	-	-	428	224
Other costs	88	-	-	88	39
Refreshments	60	-	-	60	203
Meeting costs	20	-	-	20	-
Website	362	-	-	362	223
Bank and paypal charges	74	-	-	74	83
Sub total	3,112	53,642	-	56,754	24,353
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,112	53,642	-	56,754	24,353
Net of receipts/(payments)	(1,480)	(261)	-	(1,741)	(8,955)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	2,582	7,489	-	10,071	19,026
Cash funds this year end	1,102	7,228	-	8,330	10,071

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	Current account	3	25	-
	Deposit account	-	7,036	-
	Cash in hand	1,099		
	Paypal account		167	-
	Total cash funds	1,102	7,228	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees

Epiacum Heritage CIO

On accounts for the year
ended

30 July 2024

Charity no
(if any)

1178087

Set out on pages

1 to 6

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/07/2024.

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:

A. Benson

Date:

29/05/2025

Name:

Andrew Benson

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

FCA ICAEW

Address:

89 Pennyhill Park

Penrith

CA11 9JW