



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1.4.25 **Period start date To** 1.4.26
Period end date

Charity name: Cliffe Castle Support Group (CCSG)

Charity registration number: 5213654

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public by promoting, supporting, assisting, and improving the environmental, historical, educational, and recreational amenities and works of Cliffe Castle Museum and Park for the benefit of the local community and the visiting public.
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	Museum talks; Litter picks; Children's Trail activity; Wellness/Nature Walks; Dawn Chorus event; Craft and Art Activities; Schools apple pressing; Pollinator activities; Monday maintenance; Artifact purchase contribution.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All the above activities (well attended except for 1 art activity) provided an opportunity for participants to learn, whether experientially, via demonstration, the provision of materials/objects/expertise; introduction to a relevant environment.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	CCSG does not make grants.
Policy on social investment including program related investment	Para 1.38	CCSG does not invest socially.
Contribution made by volunteers	Para 1.38	A small pool of volunteers, gives assistance in person (with CCSG identification) as and when able and suitable, alongside the trustees voluntary contribution of planning, execution and oversight. (Jointly participating local organisations provide their own staff/volunteers.)

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	Coming mainly from local deprived neighbourhoods the majority of activity participants are taking part in something for the first time that is important to their life experience, confidence, or understanding, and enabling replication of this experience on an individual level or with friends/family. As activities are free it enables access by those who can benefit most and helps bring down barriers to inclusion.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Feed-back, full attendances and requests for repeats have shown CCSG activities to be appreciated by a wide cross-section of the local community. CCSG has contributed towards winning prestigious awards for the Park (Green Flag, Heritage Green Flag, Bees Needs, Yorkshire in Bloom).
Performance of fundraising activities against objectives set	Para 1.41	CCSG does not fund raise. Small casual donations are left to the public's discretion.
Investment performance against objectives	Para 1.41	CCSG does not invest, except to place surplus funds in an interest bearing account.
Other		-

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	£
Reasons for holding zero reserves	Para 1.22	-
Details of fund materially in deficit	Para 1.24	Funds not in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No financial uncertainties.

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	Public donations via a Giant Bear 'money box' situated in the Museum. An inherited fund from the disbanded Friends of Cliffe Castle Museum. Small council grants. CCSG does not formally fund raise.
Investment policy and objectives including any social investment policy adopted	Para 1.46	CCSG does not invest, except to place surplus funds in an interest bearing account.
A description of the principal risks facing the charity	Para 1.46	Loss of trustees.
Other		-

Structure, Governance and Management

Description of charity's trusts:		CCSG does not have any trusts.
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable incorporated organisation.
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	Must be over 16yrs old. By a resolution passed at a properly convened meeting of the charity trustees with regard to the skills, knowledge and experience needed.

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	Nothing formal – informally: 'join in and let's get to know you' to ascertain if the person in question subscribes to CCSG's values and needs.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	CCSG is kept small and manageable. CCSG liaises with local organisations providing for the well-being of the local community, local schools, council officers, and Museum staff.
Relationship with any related parties	Para 1.51	CCSG voluntarily submits an annual report to the Trustees of Cliffe Castle Museum.
Other		-

Reference and Administrative details

Charity name	Cliffe Castle Support Group (CCSG)
Other name the charity uses	None
Registered charity number	1207455
Charity's principal address	c/o Cliffe Castle Museum Spring Gardens Lane Keighley BD20 6LH

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	Val Preston	Chair		
2	Carol Greenwood	Treasurer	From Jan 25	
3	Jane Gibbon	Secretary		
4	Claire Ackroyd			
5	Jenni Danson	Previous treasurer	To Jan 25	
6	Elaine Cooper	Resigned	Dec 25	
7				
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20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

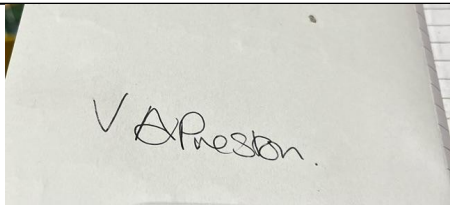
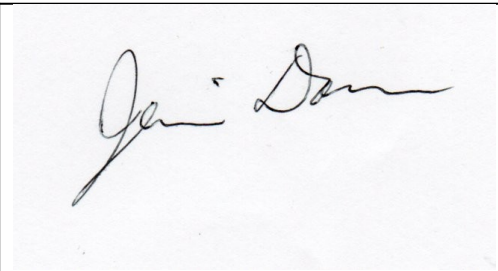
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Valerie Preston	Jennifer Danson
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Position (eg Secretary,
Chair, etc)

Chair	
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Date

12 December 2025

CLIFFE CASTLE SUPPORT GROUP
CHARITABLE INCORPORATED ORGANISATION (CIO)
ACCOUNTS
YEAR ENDED 5 APRIL 2025

Cliffe Castle Support Group (CCSG)

Receipts & Payments Account for the year ended 5th April 2025

	Unrestricted	Restricted	Total 05-Apr-25	Previous Year 05-Apr-24
Receipts				
Grant Income				
BMDC - Wellbeing Walks		2,788.00	2,788.00	2,788.00
Keighley - Blossoms & Chorus		475.00	475.00	
Donations	161.90		161.90	157.57
Bear	791.04		791.04	1,400.50
Bank Compensation	250.00		250.00	
Paypal	0.01		0.01	
Bank Interest Received	693.68		693.68	
Total Receipts	1,896.63	3,263.00	5,159.63	4,346.07
Payments				
Grant Expenditure				
Cleaner Streets			-	44.60
BMDC - Heritage Grant		388.00	388.00	1,250.00
BMDC - Wellbeing Walks		1,995.00	1,995.00	2,718.00
Event Expenses	597.06		597.06	440.07
Insurance	168.00		168.00	162.70
Accountancy	100.00		100.00	175.00
Total Payments	865.06	2,383.00	3,248.06	4,790.37
Net Receipts / Payments	1,031.57	880.00	1,911.57	- 444.30
Balance b/f	24,502.53	5,218.41	29,720.94	30,165.24
Balance c/f	25,534.10	6,098.41	31,632.51	29,720.94
Made up of :				
Bank current account	16,380.37			
Bank savings account	15,247.79			
Cash float	4.35		31,632.51	

Approval of the Accounts

the financial statements were approved at a meeting of the Management Committee and signed on its behalf by :-

Signed

Name

Date

Cliffe Castle Support Group (CCSG)

Summary of Restricted Funds

Funds Identified	Amount Received	Amount Spent	Net Balance 05-Apr-25	Net Balance 05-Apr-24
BMDC - Walks			118.40	118.40
Training courses			55.45	55.45
Leaflets		142.00	150.00	292.00
BMDC - Walks			500.00	500.00
Photography			1,500.00	1,500.00
BMDC - Heritage Grant		246.00	-	246.00
Cleaner Streets			126.46	126.46
Misc			2,310.10	2,310.10
BMDC - Wellbeing Grant	2,788.00	1,995.00	863.00	70.00
Blossoms & Chorus	475.00		475.00	
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	3,263.00	2,383.00	6,098.41	5,218.41
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Section A

Independent Examiner's Report

Report to the trustees/
members of

CLIFFE CASTLE SUPPORT GROUP

On accounts for the year
ended

5 APRIL 2025

Charity no
(if any)

1207455

Set out on pages

1 TO 2

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above Charitable Incorporated Organisation ("the Trust") for the year ended 5 April 2025.

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:

5/11/2025

Name:

ANDREW PAUL RUSSELL

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

FMAAT , FFA

Address:

APR ACCOUNTANCY SERVICES LIMITED

SHAN HOUSE, 80-86 NORTH STREET, KEIGHLEY, BD21 3AF