



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1 Apr 2020 Period start date To 31 Mar 2021**  
**Period end date**

**Charity name: Alston Town Hall**

**Charity registration number: 222767**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision of town hall and other facilities for community use.
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	Hire of event and office space at low rates to community members and organisations
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustee has had regard to the 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	Due to Covid-19 restrictions the use of the Town Hall has been minimised throughout the year. The opportunity has been taken to prepare plans for repair and improvements to the building

### 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	
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	
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	Indenture dated 13th october 1858 (in u.v.110 p.204) and Scheme of july 1900 as varied by scheme of 14th april 1971
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered charity
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	Under the scheme of 14th April 1971, Alston Moor Parish Council (as successor to Alston with Garrigill Rural District Council) is the sole Trustee

### 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	Alston Town Hall
Other name the charity uses	
Registered charity number	222767

Charity's principal address	Town Hall, Alston Cumbria CA9 3RF

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

1

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

Trustee name	Dates acted if not for whole year	


## 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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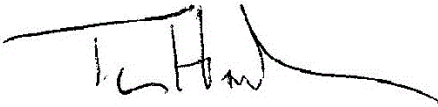


## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Tim Haldon	
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Position (eg  
Secretary, Chair, etc)

Bookkeeper for the Trustee	
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Date

25 Jan 2022
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## ALSTON TOWN HALL

INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDING 31ST MARCH 2021

	31/03/2021	31/03/2020
	£	£
<b>Schedule</b>		
INCOME		
Permanent Lettings	18,587	15,275
Lettings	0	4,740
Grants (Revenue)	25,179	8,555
Income for Caretaking	3,488	2,723
Income Gas/Electricity	6,551	4,249
Event & Bar Income	0	3764
Other	2,312	1898
TOTAL INCOME	<u>56,117</u>	<u>41,204</u>
EXPENDITURE		
Bookkeeping	0	0
Administration	222	66
Bookings Service	0	0
Cleaning	0	93
Heat/light	7,682	9,572
Insurance	2,540	2,374
Licence	70	295
Repairs and Maintenance	3,475	9,826
Professional fees	225	707
Water	171	1465
Event Expenses	97	2479
Sundry	0	24
Telephone	177	257
Wages	<u>11,682</u>	<u>13,084</u>
TOTAL EXPENDITURE	<u>26,341</u>	<u>40,242</u>
NET INCOME/EXPENDITURE	<u>29,776</u>	<u>962</u>
FUND BALANCES BROUGHT FORWARD		
General Funds	18,828	17,866
Project Account	<u>0</u>	<u>0</u>
Total Funds	<u>18,828</u>	<u>17,866</u>

FUND BALANCES CARRIED FORWARD	<u>48,604</u>	<u>18,828</u>
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Represented by

Bank Balance	40,992	17,095
Petty Cash	150	337
Debtors	3,851	2,990
VAT unclaimed	3611	754
	<u>48,604</u>	<u>21,176</u>

Less

Creditors	0	2348
Accruals	0	0
	<u>0</u>	<u>2348</u>

	<u>48,604</u>	<u>18,828</u>
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# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Alston Town Hall

On accounts for the year  
ended

31<sup>st</sup> March 2021

Charity no (if  
any)

222767

Set out on pages

1-4

Respective responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's  
statement

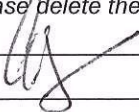
In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

1. to which, in my opinion, attention should be drawn 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:



Date:

08/12/2021

Name:

Giles Storey

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

Address:

The Books Accountants

Westbourne House  
Main Street  
Haltwhistle

NE49 0AZ

Only complete if the examiner needs to highlight material problems.

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



Alston Town Hall			Charity No (if any)	222767	CC17a
04/01/2020	To	Period end date	3/31/2021		

## Section A Statement of financial activities

Recommended categories by activity	Note	Restricted			Total this year £ F04	Total last year £ F05
		Unrestricted funds £ F01	income funds £ F02	Endowment funds £ F03		
<b>Incoming resources (Note 3)</b>						
<b>Incoming resources from generated funds</b>		0			0	0
Donations, legacies		25,179			25,179	8,555
<b>Incoming resources from charitable activities</b>		30,938			30,938	32,649
<b>Other incoming resources</b>		0			0	0
<b>Total incoming resources</b>		56,117			56,117	41,204
<b>Resources expended (Notes 4-8)</b>						
Administration		694			694	1,441
Cost of fundraising events		97			97	2479
Insurance		2,540			2,540	2,374
Repairs, renewals and maintenance		3,475			3,475	9,825
Light, heat & water		7,853			7,853	11,037
Payroll		11,682			11,682	13,084
<b>Total resources expended</b>		26,341			26,341	40,242
<b>Net incoming/(outgoing) resources before transfers</b>		29776			29776	962
<b>Gross transfers between funds</b>		0			0	0
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		29776			29776	962
<b>Other recognised gains/(losses)</b>						
Gains and losses on revaluation of fixed assets for the charity's own use		0			0	0
Gains and losses on investment assets		0			0	0
<b>Net movement in funds</b>		29776			29776	962
<b>Total funds brought forward</b>		18,828			18,828	17,867
<b>Total funds carried forward</b>		48,604			48,604	18,828

## Section B Balance sheet

	Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	0			0	
	B02	0			0	
Investments (Note 10)	B03	0			0	
<b>Total fixed assets</b>	B04	0			0	
<b>Current assets</b>						
Stock and work in progress	B05	0			0	0
Debtors (Note 11)	B06	7,462			7,462	3,744
(Short term) investments	B07	0			0	0
Cash at bank and in hand	B08	41,142			41,142	17,433
<b>Total current assets</b>	B09	48,604			48,604	21,177
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	0			0	2348
<b>Net current assets/(liabilities)</b>	B11	48,604			48,604	18,828
<b>Total assets less current liabilities</b>	B12	48,604			48,604	18,828
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	0			0	0
<b>Provisions for liabilities and charges</b>	B14	0			0	0
<b>Net assets</b>	B15	48,604			48,604	18,828
<b>Funds of the Charity</b>						
Unrestricted funds	B16	48,604			48,604	18,828
	B17	0			0	0
Restricted income funds (Note 13)	B18				0	0
Endowment funds (Note 13)	B19				0	0
<b>Total funds</b>	B20	48,604			48,604	18,828
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval		



## Note 1 Basis of preparation

***This section should be completed by all charities .***

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\* ☒ Accounting Standards;  
or ☐ Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

***Give details in this box if a different standard has been followed.***

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick “Accounting Standards”;
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick “Financial Reporting Standards for Smaller Enterprises (FRSSE)”.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year

***Give details in this box of any material changes that have been made.***

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years

***Give details in this box of any material changes that have been made.***

## Note 2

## Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

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