



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 Oct 2022 Period start date To 30 Sep 2023 Period end date

Charity name: John Castlehow Toppin Memorial Hall (Skelton Toppin Memorial Hall)

Charity registration number: 222771

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	As a hall or Reading Room and library for the use and benefit of persons of both sexes
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	The hall and premises be used for purposes of lectures, meetings, concerts, balls, dances entertainment and recreations.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have 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	All trustees are volunteers, we also have about 14 part time volunteers who support our monthly Pop UP Pub fundraiser
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	The hall when built in 1923 was a state of the art, purpose built, village hall that instantly became the community hub for Skelton, Skelton Parish and surrounds. It had electricity (its own generator), modern motion picture projector, large dance floor, a stage, modern kitchen and central heating. The main hall has now been completely refurbished, the main south facing roof has 60 PV panels, the main hall has been insulated in the floor walls and ceiling, completely rewired and heated with ceiling mounted IR heating. It is again a state of the art, warm, pleasing meeting/function building for use and hire by local organisations, the village primary school etc, for functions, stage productions, dances, meeting, meals and as a polling station. It benefits everyone in the village and surrounding area and welcomes people of all ages and abilities. It's expected to produce as much electricity as it uses annually, helping the country on its path to reducing fossil fuel and becoming more carbon neutral. It is also a designated centre of resilience for Electricity North West in time of power outages and emergencies.

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	CCLA investment (from previous years) continues to grow in principle. It has never been drawn from. It is now considered our "refurbishment" reserve to chip away at for this and subsequent refurbishment phases if necessary.

		This interest also provides about a quarter of our traditional annual income.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We are 3 months into our phase one major refurbishment of the main hall. We have 6 different grants for this phase plus up to £60K of our own funds. Our architect is overseeing the project issuing monthly updates. Our builder's workmanship seems of a very high standard. Progress seems on course. Our finances should leave us above our reserves at the end with an updated thermally efficient, redecorated and eco-friendly main hall, to attract more future income.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To keep 2 years of normal expenditure in our current account
Amount of reserves held	Para 1.22	£20, 000
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	none

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	Original Trust deed from 11 Sept 1923
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated, PROPRIETOR: THE OFFICIAL CUSTODIAN FOR CHARITIES on behalf of the trustees of The John Castlehow Toppin Memorial Hall, Skelton, Penrith CA11 9TE.
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	The committee shall be elected annually at the annual members meeting by show of hands or ballot. The chair shall be elected by the members of the committee at the same annual members meeting. New or additional trustees may be appointed or co-opted by the trustees

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	Trustees induction pack
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	John Castlehow Toppin Memorial Hall	
Other name the charity uses	(Skelton Toppin Memorial Hall)	
Registered charity number	222771	
Charity's principal address	C/O Bob Provoncha Pinecroft Skelton CA11 9SE	Physical address: Skelton CA11 9TE

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	Robert Towers	Chair	Whole year	
2	James Murdock	Vice Chair	Whole year	
3	William Pearson	Managing/Safety	Whole year	
4	Christine Sealby	Managing	Whole year	
5	John Potter	Managing	Whole year	
6	Robert Provoncha	Secretary interim Treasurer	Whole year 19 Jul 2023-30 Sep 2023	
7	Jennifer Grierson	Managing	1 Oct 2022- 13 Nov 2022	
8	Nicola Higgins	Managing	1 Oct 2022 -16 Jan 2023	
9	Stuart Rolfe	Treasurer	1 Oct 2022 – 18 Jul 2023	
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Corporate trustees – names of the directors at the date the report was approved

Director name		
none		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
none		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
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

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

none

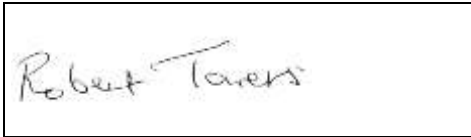
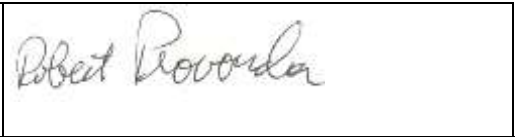
Other optional information

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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)	Robert Towers	Robert Provoncha
Position (eg Secretary, Chair, etc)	Chair	Secretary/Co-treasurer
Date	25 July 2024	

Skelton Toppin Memorial Hall
Receipts and Payments for the year ended 30 September 2023

2022-23		2021-22	
RECEIPTS		RECEIPTS	
Hall Hire	2,138.75	Hall Hire	4,333.75
Subscriptions Tai Chi	800.00	Subscriptions	0.00
Events	0.00	Events	1,060.50
Interest	0.00	Interest	113.13
Fundraising	6,013.06	Fundraising	1,768.74
Donations	192.00	Donations	0.00
Recycling	0.00	Recycling	330.31
Sundry income	551.03	Sundry income	2,818.50
Investment income	2,746.15	Investment income	2,704.68
Village Hall Development grants	93,564.92	Village Hall Development grant	22,824.00
Other grant	0.00	Other grant	1,156.00
EDC COVID-19 grants	0.00	EDC COVID-19 grants	2,667.00
ACRE loan	40,000.00	ACRE loan	0.00
Total	146,005.91	Total	39,776.61
PAYMENTS		PAYMENTS	
Cleaning	1,027.80	Cleaning	1,197.50
Internet/Licences/Website/PPS	687.53	Internet/Licences/Website/PPS	1,046.70
Water rates	281.16	Water rates	220.88
Maintenance/Grounds	580.73	Maintenance/Grounds	1,634.07
Insurance	2,491.01	Insurance	1,492.93
Electric	228.73	Electric	620.89
Oil	1,049.21	Oil	1,040.61
Exercise tuition and training fees	350.00	Exercise tuition and training fees	1,025.00
Other legal and sundries	305.79	Other legal and sundries	145.40
Village Hall development costs	84,552.41	Village Hall development costs	74,848.20
Fundraising expenses	2,564.19	Fundraising expenses	1,078.26
Total	94,118.56	Total	84,350.44
Excess receipts over payments	51,887.35	Excess payments over receipts	-44,573.83
Increase in CCLA-COIF investment value	1,164.16	Decrease in CCLA-COIF investment value	-6,525.68
Assets as of 30 September 2022	174,363.68	Assets as of 30 September 2021	225,463.19
Assets as of 30 September 2023	227,415.19	Assets as of 30 September 2022	174,363.68
Summary of assets as at 30 September 2023		Summary of assets as at 30 September 2022	
Petty cash	0.00	Petty cash	5.00
Cumberland building society	138,339.34	Cumberland building society	80,922.83
Barclays current account	0.00	Barclays current account	5,524.16
CCLA-COIF investment	89,075.85	CCLA-COIF investment	87,911.69
	<u>227,415.19</u>		<u>174,363.68</u>

Skelton Toppin Memorial Hall

Supporting schedules to the receipts and payments account

Year ended 30 September 2023

Receipts analysis

Cleaning	£
Hall cleaning	928.80
Window cleaning	99.00
	<u>1,027.80</u>

Maintenance/Grounds	£
Repairs and maintenance	344.73
Gardening	236.00
	<u>580.73</u>

Fundraising	£
FFC	1,993.40
Singer	500.00
Raffle tickets	29.04
Other	41.75
	<u>2,564.19</u>

Legal/Sundries	£
Legal and professional	0.00
Sundries - gift vouchers	305.79
Write off petty cash	0.00
	<u>305.79</u>

Internet/Licences/Website	£
Licenses	349.20
Internet	326.33
PPS	12.00
	<u>687.53</u>

Payments analysis

Fundraising analysis	£
Monthly pub	3,770.84
Event door takings	1,531.22
Raffle etc	711.00
	<u>6,013.06</u>

Sundry income	£
Sale of 2nd hand goods	355.00
Other	196.03
	<u>551.03</u>

Village Hall Development costs	£
Refurbishment works	81,025.61
Legal and professional costs	<u>3,526.80</u>
	<u><u>84,552.41</u></u>



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

JOHN CASTLEHOW TOPPIN MEMORIAL HALL

On accounts for the year ended

30 SEPTEMBER 2023

Charity no
(if any)

222771

Set out on pages

ONE

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2023.

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:

Charles Roncoli

Date:

1/3/2024

Name:

CHARLES RONCOLI

Relevant professional
qualification(s) or body

ATT

(if any):

Address:

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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