

CLEEVES AND WHITEHEAD TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2025

Charity Registration No 223903

CLEEVES AND WHITEHEAD TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ian Wolstencroft (Chairman)	
	Trevor M Batten	(Appointed 1 March 2025)
	Anthony Brailsford	(Resigned 13 September 2025)
	James Denton	(Appointed 1 March 2025, Resigned 16 August 2025)
	Simon N J Green	(Resigned 13 September 2025)
	Steven C Hides	
	Michael Jessop	(Appointed 1 October 2024)
	Craig A Oates	(Appointed 1 March 2025)
	Pamela Snowden	(Appointed 13 September 2025)
	Martin Lambert	(Appointed 13 September 2025)
Executive Officers	Craig A Oates	Secretary
	David G Whitelaw	Administrative Secretary
	Michael Jessop	Treasurer until 13 September 2025
	Martin Lambert	Treasurer from 13 September 2025
Charity Number	223903	
Principal Address	CTS Bus Office Wellington House Lincoln Street Huddersfield HD1 6RX	
Independent Examiner	Azets Audit Services Limited Carlton House Grammar School Street Bradford BD1 4NS	
Bankers	Virgin Money 27 Market Place Huddersfield HD1 2AD	
	COIF Charities Deposit Fund 85 Queen Victoria Street London EC4V 4ET	
	Lloyds Bank PO Box 1000 BX1 1LT	
	RBS 1, Spinningfields Square Manchester M3 3AP	

CLEEVES AND WHITEHEAD TRUST

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CLEEVES AND WHITEHEAD TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2025

The Trustees present their annual report and financial statements for the year ended 31 August 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Scheme, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019).

Objects and activities

The charity's objects are:

1. The relief of past and present Mark Master Masons of West Yorkshire and their relatives and dependants who are in need, hardship or distress; or
2. For the benefit of such charities, charitable institutions and charitable purposes as the Trustees think fit.

There has been no change in these during the year.

The Cleeves and Whitehead Trust now work hand in hand with West Riding Masonic Charities through our Provincial Almoners' network.

The Trustees believe that the charity meets its public benefit obligations through its direct financial support to individuals and the pastoral support provided by the Care and Support team employed by West Riding Masonic Charities.

The trust operates through volunteer efforts, the Trustees, Officers and Volunteers do not receive any remuneration except, in the case of the officers, the reimbursement of directly incurred expenses.

Achievements and performance

During the year, the members of the West Yorkshire Mark Lodges have continued their support for the Trust. The members who have contributed, directly, to the Trust's income amounts to £83,741 (2024: £74,189) including gift aid and services in kind. Other Charitable activities raised £2,813 (2024 £2,670). As last year we received no income from legacies. Interest received was £14 (2024: £168) and dividends received was £3,914 (2024: £7,259).

In the year under report we have supported over 350 of our members and their dependants at a total cost £73,823. This is made up of individual grants amounting to £37,171, the holiday costing £29,128 and Almoners' Lunches amounting to £7,524.

In addition to the support provided to individuals, the Trust also made donations to the Mark Benevolent Fund in respect of individuals' donations of £31,853, which includes £27,943 as creditors. A further general donation was made of £9,635 to support the recently launched Grand Master's Keystone Fund.

During the year under report the trustees have been reviewing the effectiveness of the trust's administration and have introduced new computer systems which allow more effective financial control and communication with our donors and supporters.

CLEEVES AND WHITEHEAD TRUST

TRUSTEE'S REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2025

Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as 'soliciting or otherwise procuring money or other property for charitable purposes'. The charity does not actively raise funds from the public either directly or via use of an agent, accordingly no such amounts are presented in the financial statements for the year under review. The charity has received no complaints in relation to fundraising activity for the year under review.

Given the nature of the funding of the charity the Trustees consider that it remains appropriate not to be voluntarily bound to be regulated by the Fundraising Regulator.

Financial Review

The Trust's total income was £87,669 (2024: £84,286) and total expenditure was £134,947 (2024: £76,561) resulting in a deficit before gains of £ 47,279 (2024: a surplus of £7,725). Investment gains were £22,567 (2024: £67,109) resulting in a net deficit of £24,711 (2024: a net surplus£74,834). The Trustees are satisfied with this performance..

During the year the Trust has reviewed its quoted investments and are in the process of realigning the funds over the year end period. The Trustees are satisfied that the spread of the reserve fund between equity investment and deposit has been reasonable for a charity distributing the bulk of its income, In view of the current economic situation the Trustees are continuing to review the investment policy in an attempt to generate additional income, without exposing the Trust's funds to undue risk.

The Trustees recognise the impact of the current economic and financial situation on the income of the trust and the potential increase in demand for support from the charity in the coming year. Grants to outside charities have been severely limited over the last year as grants and support to individuals has risen significantly, a not unexpected situation. However, a donation of £10,000 was made to the West Riding Masonic Charitable Foundation Festival 2028; a further £2,000 was donated to the Friends of Connaught Court.

The Trustees aim to hold £500,000 to provide sufficient income for future grant giving. At 31 August 2025 reserves stood at £542,427 (2024 £567,138) of which £ 435,757 (2024 £580,990) relates to investments held to generate income. All reserves are unrestricted.

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

CLEEVES AND WHITEHEAD TRUST

TRUSTEE'S REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2025

Structure, governance and management

The charity is a Trust registered with the Charity Commission (Charity No. 223903) and governed by its Scheme dated 21 November 2005.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Ian Wolstencroft (Chairman)	
Trevor Batten	Appointed 1 March 2025
Anthony Brailsford	Resigned 13 September 2025
James Denton	Appointed 1 March 2025, Resigned 16 August 2025
Simon Green	Resigned 13 September 2025
Steven Hides	
Michael Jessop	Resigned 13 September 2025
Craig Oates	Appointed 1 March 2025
Rodney Tolson	Resigned 1 March 2025
Pamela Snowden	Appointed 13 September 2025
Martin Lambert	Appointed 13 September 2025

Trustees are appointed by the West Yorkshire Mark Provincial Charity Committee. Each appointment is for 3 years. With possible renewal up to a maximum of 9 years.

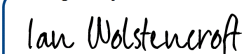
Each new Trustee is provided with a copy of the Scheme and a copy of the charity's latest report and statement of accounts.

The Trust's Officers who served during the year and up to the date of signature of the financial statements were:

Steven Hides	(Administrative Secretary to 10 April 2025)
Craig Oates	(Secretary)
David Whitelaw	(Administrative Secretary)
Michael Jessop	(Treasurer to 13 September 2025)
Martin Lambert	(Treasurer from 13 September 2025)

The Trustees' report was approved by the Board of Trustees 13 December 2025

Signed by:



07435881581748D...

Ian Wolstencroft

Chairman

Dated: 13 December 2025

CLEEVES AND WHITEHEAD TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CLEEVES AND WHITEHEAD TRUST

I report to the Trustees on my examination of the financial statements of Cleeves and Whitehead Trust (the charity) for the year ended 31 August 2025.

Responsibilities and basis of report

As the Trustees of the charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

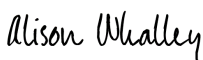
I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required under section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

Signed by:


BC2221165F424D2...

Alison Whalley FCA
Azets Audit Services Limited
Carlton House
Grammar School Street
Bradford
BD1 4NS

Dated;

CLEEVES AND WHITEHEAD TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2025

		Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
	Notes		
<u>Income from:</u>			
Donations and Legacies	3	83,741	74,189
Charitable Activities	4	-	2,670
Investments	5	3,928	7,427
Total Income		87,669	84,286
<u>Expenditure on:</u>			
Charitable Activities	6	134,947	76,561
Total Expenditure		134,947	76,561
Net Gains on Investments	12	22,567	67,109
Net movement in funds		(24,711)	74,834
Fund balances at 1 September 2024		567,138	492,304
Fund balances at 31 August 2025		542,427	567,138

The statement of financial activities includes all gains and losses recognised in the year

All income and expenditure derive from continuing activities

CLEEVES AND WHITEHEAD TRUST

BALANCE SHEET

AS AT 31 AUGUST 2025

		2025		2024	
	Notes	£	£	£	£
Fixed assets					
Investments	14		435,757		580,990
Current assets					
Debtors	15	831		8,139	
Cash at bank and in hand		<u>136,662</u>		<u>48,614</u>	
		137,493		56,753	
Creditors: amounts falling due within one year	16	<u>(30,823)</u>		<u>(70,605)</u>	
Net current assets (liabilities)			106,670		(13,852)
Total assets less liabilities			<u>542,427</u>		<u>567,138</u>
Income funds					
Unrestricted funds			<u>542,427</u>		<u>567,138</u>

The financial statements were approved by the Trustees on 13 December 2025

Signed by:



07485881581748DF
Ian Wolstencroft

Chairman

CLEEVES AND WHITEHEAD TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

1. Accounting policies

Charity information

Cleeves and Whitehead Trust is a Trust registered with the Charity Commission (Charity No. 223903) and governed by its Scheme dated 21 November 2005.

The Trust was created by the merger of Cleeves Memorial Fund (223903) and The West Yorkshire Mark Benevolent Fund (1074402) on 21 November 2005. The combining charities had comparable objects to The Cleeves and Whitehead Trust.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Scheme dated 21 November 2005, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going Concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

CLEEVES AND WHITEHEAD TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

1.

Accounting policies

(Continued)

1.5

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.6

Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	25% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7

Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9

Financial Instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

CLEEVES AND WHITEHEAD TRUST

NOTES TO THE FINANCIAL STAEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

1. Accounting policies (Continued)

Basic financial liabilities
Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derogation of financial liabilities
Financial liabilities are derecognised when the charity’s contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the charity’s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and Gifts	83,741	74,189
Legacies receivable	-	-
	<u>83,741</u>	<u>74,189</u>

4 Charitable activities

	Charitable Income 2025 £	Charitable Income 2024 £
Contributions to events	-	2,670

CLEEVES AND WHITEHEAD TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

5 Investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from listed investments	3,914	7,259
Interest receivable	14	168
	<u>3,928</u>	<u>7,427</u>

6, Charitable activities

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Holidays	29,128	24,575
Donation to Mark Benevolent Fund	41,488	18,975
Almoners' lunches	7,524	6,634
Almoner's Expenses	<u>782</u>	<u>1,010</u>
	78,922	51,194
Grant funding of activities see note 8	49,171	19,260
Share of support costs (see note 9)	3,734	1,824
Share of governance costs (see note 9)	<u>3,120</u>	<u>4,283</u>
	<u>134,947</u>	<u>76,561</u>

7. Grants payable

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Grants to individuals	37,171	19,260
Grants to Other Charities	<u>12,000</u>	<u>-</u>
Total	<u>49,171</u>	<u>19,260</u>

CLEEVES AND WHITEHEAD TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

8. Support costs

	Support costs £	2025 Governance costs £	Total £	Support costs £	2024 Governance costs £	Total £
Printing, postage and Miscellaneous Expenses	1,307	-	1,307	117	-	117
My Donate, bank charges and BACS fees	529	-	529	751	-	751
Bookkeeping assistance	-	-	-	956	-	956
Independent Examiner's fees	-	2,880	2,880	-	3,828	3,828
Meeting costs	-	240	240	-	455	455
Insurance	185	-	185	-	-	-
Systems	1,713	-	1,713	-	-	-
	<u>3,734</u>	<u>3,120</u>	<u>6,854</u>	<u>1,824</u>	<u>4,283</u>	<u>6,107</u>
Analysed between Charitable activities	<u>3,734</u>	<u>3,120</u>	<u>6,854</u>	<u>1,824</u>	<u>4,283</u>	<u>6,107</u>

Support costs are allocated in full to the one charitable activity, no support costs are allocated to grant making.

9. Trustees

None of the Trustees (or any person connected to them) received any remuneration or expenses during the year (2024-£nil).

10. Employees

There were no employees during the current or previous year.

11. Volunteers

The administration of the Trust is undertaken by volunteers, as is, the majority, of the pastoral work. However, this work is supported by professionals from the West Riding Masonic Charities Care and Support team.

12. Net gains on investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Revaluation of investments	<u>22,567</u>	<u>67,109</u>

CLEEVES AND WHITEHEAD TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

13. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects

14. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 September 2024	580,990
Disposals	(168,800)
Valuation changes	
At 31 August 2025	22,567
Carrying amount	
At 31 August 2025	<u>435,757</u>
At 31 August 2024	<u>413,941</u>

15. Debtors

	2025 £	2024 £
(Amounts falling due within one year)		
Prepayments and accrued income	<u>831</u>	<u>8,139</u>

16. Creditors

	2025 £	2024 £
(Amounts falling due within one year)		
Accruals and deferred income	<u>30,823</u>	<u>70,605</u>

18. Related party transactions

Ian Wolstencroft is a trustee of the Cleeves and Whitehead Trust and the Mark Benevolent Fund: £41,488 was donated to the Mark Benevolent Fund in the year under report.