

HARTSHORNE CHARITIES

Minutes of Trustees meeting held at 7pm on Tuesday 26th August 2025 in The Cricket Pavilion, Hartshorne

PRESENT

Debbie Patrick	Chairperson, Co-optative Trustee – St Peter's Church
Sue Shakespeare	Secretary
Neil Jenkinson	Co-optative Trustee – Treasurer
Jenny Burley	Nominative Trustee- Hartshorne Parish Council
Joy Smith	Co-optative Trustee- Hartshorne (Hartshorne Cricket Club)
Mrs J Riley	Nominative Trustee - Woodville Parish Council
Catherine Rogers	Co-optative Trustee – Hartshorne (Hartshorne Residents Association)
Nicola Landsborough	Nominative Trustee - Hartshorne Parish Council
Dianne Munro	Co-optative Trustee - Hartshorne Ladies Group

24/25 APOLOGIES /ABSENCE

Emma Watkins Nominative Trustee – Woodville Parish Council - Absent
Kim Coe Nominative Trustee – Hartshorne Parish Council- Absent Kim sent apologies later that she had been suffering a terrible migraine and been unable to attend. She apologised for not sending her apologies sooner.

25/25 APPROVAL OF MINUTES

Minutes of the meeting held on Tuesday 29th April had been circulated to all Trustees. These were approved as a correct record and signed by the Chairperson Debbie Patrick

26/25 MATTERS ARISING FROM MINUTES

There were no matters arising that would not be covered in the meeting.

27/25 Update from FISHER GERMAN

- a) Sue had received an email from David Merton (circulated with the agenda), relating to recommended Farm Business Tenancy from Richard Hallifield to his son Andrew to replace the current Agricultural Holdings Act tenancy agreement.

The new Tenancy that Andrew has agreed to involve a rent increase from £2,100 pa to £3,200 pa payable half yearly in advance. The Trustees reserve the right to take up to 1 acre of land back for the purposes of tree planting or biodiversity.

Andrew Hallifield has agreed to contribute £3,000 towards professional costs. Solicitors Astle Paterson have quoted £1,500 plus VAT to change these agreements over, coming to approx. £1,800. The balance of £1,200 would go towards agents' fees likely to be similar to Astle Paterson costs. The agreement would be for 10-year period.

The Trustees agreed unanimously that Fisher German and Astle Paterson act on our behalf to carry out the new tenancy agreement on our behalf. Sue to email Fisher German to proceed.

- b) We had also received an invoice statement from Claire Reed dated 14th August 2025 show the transfer of rents from our tenants to Fisher German on our behalf.
c) Mary McKenzie had also confirmed that money to be transferred from Fisher German to our bank account has now been diarised to take place quarterly. Neil will monitor to ensure this now happens.

28/25 CORRESPONDENCE

- a) Sue had received a lovely Thank You letter from Robyn Walker thanking us for our support throughout her law studies at Leicester University and informing us she is now working part-time at a solicitor's and is hopeful of a training contract next year.

- b) An email had been received from Broken Souls Rescue towards the set-up costs for their Paws on the Pitch community event held in July. It had been a very successful day well supported by the community and resulting in a net profit of £\$,447.87
The discussion that followed the sharing of this email resulted in the Trustees asking that we make it very clear that we gave our grant towards set up costs (insurance, toilets, first aid etc) for the community event.
Joy also asked that it be noted that the Cricket Club received the money from the stall rentals, as agreed, for the use of the pitch and facilities. They did not receive any of the profits from the event.
- c) Sue had received an email from a children's charity called Make Them Smile asking for support for an 18-year-old girl from Derby diagnosed with multiple conditions, to buy an electric wheelchair. Sue had replied to the charity explaining how our charity works and that people applying to us for grants need to live within the ecclesiastical parish boundaries.
- d) Jenny Burley had emailed in her capacity as a Trustee for the Goseley Community Centre to notify the Trustees that they are now ready to move forward with their extension. They now have all the necessary permissions in place so will be ready for the £10,000 grant we agreed to give them back in 2024. It was originally agreed to by email in 2024 and formally agreed and minuted at the meeting on 20th May 2024 (item 18/24)

29/25 TREASURER'S REPORT

- a) **Financial Report** – Neil presented the financial report as of August 2025. In the HSBC account the balance as of 20/01/25 was £23,386.90. We had received £2,043.07 in dividends in February. We paid out grants to a total of £1,553.04 leaving a balance of £23,876.93 at the end of July. Another £2,043.07 was paid in dividends in August. We owe Goseley Community Centre £25 rent for our last meeting which Neil paid to Jenny at this meeting. We have also already agreed to £10,000 to Goseley Community Centre for their extension. Allowing for these two amounts our balance on 26/08/25 is £15,895.00 in the HSBC account.
- b) **2024 Year End Financial Accounts** – Our receipts totalled £26,062.83, payments totalled £37,560.29 therefore payments exceeded receipts by £11,497. Page 4 showed a statement of our Assets & Liabilities for 2023 and 2024. The total at the end of 2023 was £335,289.66 at the end of 2024 it was £327,910.86. The accounts have been prepared to the best of Neil's ability and presented to the Trustees. Jenny proposed that we accept them, Dianne seconded and everyone else agreed. Neil signed and dated the accounts.
- c) **Approval of Harriet Wileman as External examiner of accounts.** Neil brought to our attention that because our now receipts now exceed the £25,000 threshold according to Charity Commission guidelines our accounts now must be externally validated. Neil appealed for someone qualified to do this to come forward. Harriet Wileman a qualified Chartered Accountant with the ICAEW, who gained her ACA in 2015 and became a FCA this year. volunteered her services. She does not live in the village but has family and close connections to the village. She is not charging us for this service. It was unanimously agreed that Harriet Wileman should be asked to externally validate our accounts.
- d) **Confirmation of Signatories for CCLA & Black Rock Investments.** We agreed that the signatories should be Neil Jenkinson, Debbie Patrick, Sue Shakespeare and Nicola Landsborough. Amy Fearn has agreed to validate the necessary documents for the signatories.
- e) **Confirmation of Signatories for HSBC Bank Account** The same four signatories, Neil Jenkinson, Debbie Patrick, Sue Shakespeare and Nicola Landsborough were proposed and agreed to be signatories for the bank account. This was unanimously agreed. Amy Fearn was also approved as someone to validate the necessary documents.

Neil will lease with the agreed signatories and Amy a time and place to meet to validate the necessary documents.

30/25 GRANT APPLICATIONS

The following applications had been received by the secretary.

- a) As above (28/25 d) the £10,000 previously agreed for Goseley Community Centre extension will now be presented to Goseley Community Centre.
 - b) Student Grant Applications:
 - Lucy Merton- Conversion to Law – Liverpool
 - Alexander Fitzgerald – 1st Year BSc Psychology – Lincoln
 - Freya Bourne – 2nd Year Natural Science – Nottingham
 - Bella Gibbs – 3rd Year Economics – Warwick
 - Jamie Warren – 3rd Year Management – Loughborough
 - Lizzie (Elizabeth) Tomlin – 3rd Year Sports Therapy – Hartpury (Gloucestershire)
 - Jack Morris – 2nd Year Medicine – Liverpool
 - Amelia Landsborough – 1st Year – Business Management – Liverpool
- All agreed. £300 pr student.**

Sue had an enquiry in June from Sharon Brunt regarding her daughter Maddie who has since decided to take a year out. We supported Joe Brunt last year and he successfully completed his first year, he is now continuing his studies part-time whilst working and being paid. As Sue had not shared all this information regarding Joe at the Meeting she will try to get further clarification about his situation so that we can make an informed decision via email in the next few days.

- c) Sue read out an update regarding Tom Rayner's fundraising towards his trip to Kenya. So far he has raised £685 towards his total of approx. £3000. He has a couple more fundraising events planned. After some discussion we voted on the amount to award him and the majority voted to award him £500 towards his trip.

31/25 ANY OTHER BUSINESS

Neil has been checking the constitution and was aware that he and Sue Shakespeare need to be re-elected as co-optative trustees. It was decided to have a special meeting immediately before the next meeting to re-elect anyone who needs to be re-elected.

32/25 SECRETARIAL DUTIES

Sue will check who needs to be re-elected.

33/25 DATE AND PLACE OF NEXT MEETING

The next meeting of Trustees will take place on 20th November at 7.00pm in the Dethick Hall, Manchester Lane, Hartshorne.

S. C Shakespeare

Secretary to the Trustees

Minutes approved by the Trustees and signed by the Chairman

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Date

**ANNUAL ACCOUNTS OF
HARTSHORNE CHARITIES
(Registered Charity No. 236972)
FOR THE YEAR ENDED
31 DECEMBER 2024**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st DECEMBER 2024

HARTSHORNE CHARITIES

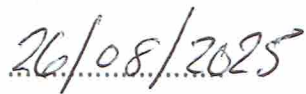
Registered Charity No. 236972

The annexed financial statements have been prepared for and on behalf of the Trustees of Hartshorne Charities.

Neil Jenkinson (Trustee & Treasurer)

A handwritten signature in black ink, appearing to read 'Neil Jenkinson', written over a dotted line.

(Signature)

A handwritten date '26/08/2025' in black ink, written over a dotted line.

(Date)

HARTSHORNE CHARITIES
Registered Charity No. 236972
RECEIPTS & PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2024

Receipts

Rents Houses/Stables/Fields	£17,888.88
Dividends	£8,026.95
Francis Gisborne	£147.00
	£26,062.83

Payments

Grants – Students	£3,300.00
Grants – Foodbanks, Clothes, Assistance	£2,000.00
Schools/Village Amenities	£22,426.88
Hartshorne Charities Admin	£170.75
Land Management Fees	£3,820.65
Countryside Insurance	£1,847.00
Building Maintenance	£3,925.81
HSBC	£69.20
	£37,560.29

Excess of payments over receipts	£11,497.46
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HARTSHORNE CHARITIES
Registered Charity No. 236972
STATEMENT OF ASSETS & LIABILITIES
AS AT 31ST DECEMBER 2024

	2024	2023
HSBC Current Account	£15,392.43	£25,185.31
Land Agent Retention	£8,295.42	£10,937.32
Rent Arrears	£375.00	£1,418.32
COIF Funds (Valuation)	£294,884.24	£288,369.95
Blackrock Common Investment Fund (Valuation)	£8,963.77	£9,378.76
	<u>£327,910.86</u>	<u>£335,289.66</u>

Independent examiner's report to the trustees of Hartshorne Charities

I report to the trustees on my examination of the accounts of Hartshorne Charities for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of Hartshorne Charities 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 Hartshorne Charities 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Hartshorne Charities as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: 02 / 09 / 2025

Name: Harriet Wileman BSc, FCA

Address: 38 Bower House, Beatrice Court. Lichfield. WS13 6UF