

CHARITY NUMBER 510195

PRIMROSE HALL

REPORT AND FINANCIAL STATEMENTS

PERIOD ENDED 31ST DECEMBER 2020

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PRIMROSE HALL

OFFICIALS AND OTHER DETAILS

TRUSTEE

**THE HORBURY HERITAGE COMMUNITY BUILDING
PRESERVATION AND MANAGEMENT TRUST LTD**
(COMPANY REG. NO. 4122636 / CHARITY NO. 1091935)

ADDRESS

**Primrose Hall
4 Green Park Avenue
Horbury
West Yorkshire
WF4 6EG**

REGISTERED OFFICE

**36 Beechwood Grove
Horbury
Wakefield
West Yorkshire
WF4 5JQ**

BANKERS

**National Westminster Bank PLC
56 Westgate
Wakefield
WF1 1XF**

PRIMROSE HALL
REPORT OF THE TRUSTEES FOR THE PERIOD ENDED
31st DECEMBER 2020

The trustees present herewith their Annual Report with the accounts of the charity for the period ended 31st December 2020.

1. OBJECTIVE

To refurbish and reopen and manage Primrose Hall for the benefit of the community of Horbury and surrounding district.

2. TRUSTEES

The Trustees of Horbury Heritage CBP&M Trust Ltd who served during the period were:-

Mr M C Cudworth (Chairman)
Mrs E A Webster (Vice Chair)
Mrs C M Cudworth (Secretary)
Mr R Knowles
Mrs J Howarth
Mrs C Hepworth (For period to April 2020)
Mr K Forman
Mr C J Randall (Treasurer)
Mrs I M Randall

SIGNED ON BEHALF OF THE BOARD OF TRUSTEES

Mrs C M Cudworth - Secretary

APPROVED BY THE TRUSTEES ON.....

PRIMROSE HALL

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD

ENDED 31ST DECEMBER 2020

£

£

INCOME

Bookings	18,009.26
Fundraising	440.00
Grants	18,709.00
Interest	220.09

TOTAL INCOME	37,378.35
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EXPENDITURE

Wages Tax & NI	14,416.24
Cleaning & Hygiene	1,962.02
Electricity & Gas	2,937.37
Water	454.00
Insurance	1,054.53
Maintenance & repairs	10,022.51
Secretarial, accounting & sundry expenses	842.12
Advertising and website	559.70

TOTAL EXPENDITURE	<u>32,248.49</u>
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<u>NET PROFIT</u>	<u>5,129.86</u>
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PRIMROSE HALL

BALANCE SHEET AS AT 31ST DECEMBER 2020

	£	£
CURRENT ASSETS		
Current account cash at Bank:	22,383.48	
Reserve	83,938.70	
 Plus debtor (note 1 below)	576.00	
Less creditor (note 2 below)	(60.00)	
		106,838.18
 FUNDS		
C/fwd 31.12.2019	101,708.32	
Net profit	5,129.86	
		<u>106,838.18</u>

Note 1 – Job retention scheme grant due at 31st December for payroll in December

Note 2 – uncashed cheque outstanding from September 2020

For the year ending 31st December 2020 the company was entitled to exemption from audit under section 477 (2) of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for:

- i) ensuring the company keeps accounting records which comply with Section 386; and
- ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit and loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

ACCOUNTING POLICIES

The financial statements are prepared under historical cost convention.

SIGNED ON BEHALF OF THE BOARD OF TRUSTEES

TRUSTEES - MR M C CUDWORTH

- MRS A WEBSTER

APPROVED BY THE BOARD ON.....

PRIMROSE HALL

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HORBURY HERITAGE CBP&M TRUST LTD AND THE PRIMROSE HALL CHARITY

REPORT ON THE ACCOUNTS FOR THE YEAR 31ST DECEMBER 2020

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.

INDEPENDENT EXAMINER: JULIE CRAVEN

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 EXAMINERS REPORT

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 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 following statement.

INDEPENDENT EXAMINERS STATEMENT

In connection with my statement, no matter has come to my attention

1. 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.
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
3. I have not obtained independent verification of all investments with the Trustees for Horbury Heritage CBP&M Trust Ltd and Primrose Hall Charity

NAME: JULIE CRAVEN

SIGNATURE:

Relevant professional qualification or body NONE

ADDRESS: 16 CLUNTERGATE, HORBURY, WEST YORKSHIRE, WF4 5AG

DATE:

THE HORBURY HERITAGE COMMUNITY BUILDING PRESERVATION & MANAGEMENT TRUST LTD

Trustees' Annual Report 2020 as Trustees of the Primrose Hall Charity

Horbury Heritage CBP&M Trust Ltd: Company Reg No 4122636, Charity No 1091935

Primrose Hall Charity: No 510195

April 19th 2009 saw the Trust commence actively managing Primrose Hall as a community hall. Horbury Heritage C. B. P. & M. Trust Ltd is the Trustee of Primrose Hall Charity no 510195.

The main purpose of refurbishing and reopening the Hall met one of Horbury Heritage C.B.P. & M. Trust Ltd Objects: "To preserve for the benefit of the people of Horbury and of the Nation, the historical architectural and constructional heritage that may exist in and around Horbury". The refurbishment of Primrose Hall fulfilled this Object and represents sustainable regeneration and management of a community hall to meet the needs of Horbury people and the wider community. Primrose Hall continues to make a valuable contribution towards social inclusion within the town, encouraging good community health and social relationships.

In respect of Primrose Hall's Income and Expenditure, despite a difficult year with the significant disruption of Covid lockdowns, and periods of restrictions to the Hall's ability to hire, it continues to thrive and produced a reduced but healthy surplus of £5,129.86 (down from £11,362 in 2019).

As mentioned above the income from bookings was seriously disrupted by the national and local restrictions on allowable use during the Covid pandemic. Income from hirings was just over half of the 2019 figure and income from fund-raising was decimated. Government grants via Wakefield Council and the Job Retention Scheme however totalled £15,750 and assisted greatly (along with the Horbury Common Lands Trust grants below) in keeping the Hall in surplus and in a good position to survive the continuing impacts of the pandemic in 2021 and stay in good shape when restrictions reduce and hopefully disappear.

The Trustees particularly thank Horbury Common Lands Trust who continue to provide a much-appreciated annual award towards our running costs, and have increased their grants this year to assist with the impact of Covid. HCLT grants totalled £2959 in the year.

In 2019 expenditure included £7,700 on redecoration and reflooring to keep the Hall in the best condition for our hirers. Covid safety requirements including provision of hand sanitiser meant that despite reduced usage and closure periods hygiene and cleaning costs actually increased by £210 on 2019. However, thanks to strong cost control and lower heating and lighting costs, other general expenditure fell to compensate.

Our success in managing the income and expenditure prudently over 10 years has allowed us to retain healthy Primrose Hall bank balances totalling £106,838 at the end of the period. The Trustees are of the opinion that retaining a substantial reserve continues to be a prudent position as further major expenses will be incurred from time to time.

Despite the main focus of our activities being The Primrose Hall Charity, the Horbury Heritage C.B.P. & M Trust Ltd remains an independent legal entity and its' accounts continue to be shown separately. There is very little income at present and the charity holds bank balances of £9,897.

The Trust has no direct responsibility for any other projects as at December 31st 2020, but it has been active in trying to protect the heritage of several buildings within the town of Horbury along with Green Park. We remain concerned about the future of Green Park, Horbury. This was left in Trust for the use and benefit of the people of Horbury, but is under developed, unattractive and muddy and wet in winter. Along with Horbury Common Lands Trust, Horbury Heritage Trust has undertaken a feasibility study into improvement and maintenance of the Park if Wakefield Metropolitan District Council (WMDC) agree to grant a long lease under a Community Asset Transfer. The Trustees have also consulted on the plans and had them substantially endorsed by the local community. The aim is to bid for the Park to be transferred to Horbury Heritage Trust to improve and run with a Friends of the Park Group, and financial support from Horbury Common Lands Trust; and the hope is that WMDC will advertise a Community Asset Transfer for applications early in 2021. The Trustees have ringfenced a sum of £5000 of the Horbury Heritage C.B.P. & M Trust Ltd balances to support this project should it proceed. In addition to this, the Trustees have pledged an award of £2000 per annum from the Primrose Hall Charity to help meet the Green Park project annual running costs should it reach fruition. It is anticipated that this award can be funded from our annual fundraising activities.

The Trust continues to monitor and lobby Wakefield MDC regarding the ongoing refurbishment of the Grade II listed Carr Lodge Mansion and its associated parkland, along with Horbury Old Hall. We deem it prudent to retain a reserve within the Heritage Trusts accounts in case further expense is required in these or other areas of local heritage importance. The balances are currently sufficient to meet that objective.

ACCOUNTING POLICIES:

The financial statements are prepared under historical cost convention.

COMPANY LIMITED BY GUARANTEE:

Every member promises that if the Charity is dissolved whilst he/she remains a member, or within 12 months afterwards, to pay £1 towards the costs of dissolution and the liabilities incurred by the Charity whilst the contributor was a member.

This concludes the Trustees Annual Report.