



# Trustees' Annual Report for the period

Period start date			Period end date		
1	November	2020	31st	October	2021
<b>From</b>			<b>To</b>		

## Section A Reference and administration details

**Charity name**

Helmsley Town Hall

**Other names charity is known by**

**Registered charity number (if any)**

523360

**Charity's principal address**

Town Hall

Market Place

**Postcode**

YO62 5BL

### 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	Jeanne Brown	Chair		
2	Nigel Hirst	Secretary		
3	Denise Kitchin	Treasurer		
4	Richard Olive			St Marys Church
5	Katie Hunton			
6	Neil Butcher			Helmsley Art Centre
7	Anthony Porter			Helmsley Town Council
8	Benjamin Scott			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	The trustees are both nominated by local organisations and directly elected.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

A small group of trustees including the chairman handle day to day decision making, operating as a management committee and reporting to the full meetings of trustees which are held approximately every 2 months.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The charitable objective is set out in the scheme dated 23rd October 1958. The land and the building are vested in the custodian trustee. They are held for the purposes of a village hall for the use of the inhabitants of the Parish of Helmsley in particular for use for meetings lectures and classes and for other forms of recreation and leisure time occupation.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Helmsley Community Library occupies a substantial part of the ground floor and rent is paid by North Yorkshire Council. The lease to NYC is to be assigned to the library following the completion of documentary formalities.

The Main Hall kitchen and meeting room are used for commercial, local and charitable events.

Trustees have considered hiring rates which need to be competitive given the other available venues locally. We have also endeavoured to keep the rates as low as possible for non-commercial users. These have included keep fit classes, the indoor bowls club, the school and private parties.

The Trustees remain conscious of the need to balance usage of the hall between commercial hiring and leaving it available for community use.

The Trustees have complied with their duty to have due regard to the Charity Commissions public benefit guidance when exercising any powers or duties to which the guidance is relevant.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Major works outstanding include the renovation of the dilapidated former caretakers flat. Any surplus of income over expenditure is to be retained towards meeting these costs.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Any surplus of income over expenditure is to be retained towards meeting maintenance and refurbishment costs.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

Helmsley Community Library contributes £12500 rent annually.

Venue hire is the main source of income. These range from individuals, community groups and commercial bookings and the Community Library.

## Section F

## Other optional information

Coronavirus has once again impacted the Town Hall but Trustees are working towards getting back to normal activity levels following Government Guidelines.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary,  
Chair, etc)

Date




CHARITY COMMISSION  
FOR ENGLAND AND WALES

Town Hall

(Working Name: Helmsley Town Hall)

523360

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/11/2020

To

Period end date  
31/10/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Letting of rooms	24,033	-	-	24,033	19,110
Donations	-	-	-	-	822
Bank interest	3	-	-	3	41
Covid support grants	21,430	-	-	21,430	10,000
Sundry income	609	-	-	609	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>46,075</b>	<b>-</b>	<b>-</b>	<b>46,075</b>	<b>29,973</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>46,075</b>	<b>-</b>	<b>-</b>	<b>46,075</b>	<b>29,973</b>
<b>A3 Payments</b>					
Wages and salaries	10,756	-	-	10,756	11,122
Other premises costs	5,965	-	-	5,965	9,782
Administration	3,545	-	-	3,545	2,981
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>20,266</b>	<b>-</b>	<b>-</b>	<b>20,266</b>	<b>23,885</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>20,266</b>	<b>-</b>	<b>-</b>	<b>20,266</b>	<b>23,885</b>
<b>Net of receipts/(payments)</b>	<b>25,809</b>	<b>-</b>	<b>-</b>	<b>25,809</b>	<b>6,088</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>47,257</b>	<b>-</b>	<b>-</b>	<b>47,257</b>	<b>41,169</b>
<b>Cash funds this year end</b>	<b>73,066</b>	<b>-</b>	<b>-</b>	<b>73,066</b>	<b>47,257</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at bank	73,066	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>73,066</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Jeanne Brown	31/07/2022



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Town Hall (Working name: Helmsley Town Hall)

On accounts for the year  
ended

31 October 2021

Charity no  
(if any)

523360

Set out on pages

1-2

(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 **31 October 2021**.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

15 August 2022

Name:

Anne Mead BSc FCA

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

Institute of Chartered Accountants in England and Wales

Address:

Ashby Berry Coulsons Chartered Accountants

2 Belgrave Crescent, Scarborough

North Yorkshire, YO11 1UB



Only complete if the examiner needs to highlight 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.**