



Trustees' Annual Report for the period

From	Period start date			T o 3	Period end date		
	1	November	2021		31st	October	2022

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	1 st Nov – 30 th Sept	
4	Richard Olive			St Mary's Church
5	Katie Hunton			

6	Neil Butcher			H e l m s l e y A r t C e n t r e
7	Anthony Porter			H e l m s l e y T o w n C o u n c i l
8	Benjamin Scott			
	Geoff Smith		Sept 22 – Oct 22	
	Annika Dowson		Sept 22 – Oct 22	

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

Name	Date sacted if not for whole year	

**Names and addresses
of advisers (Optional
information)**

Type of adviser	Name	Address
Treasurer	Clive Ward	

Name of chief executive or names of senior staff members (Optional information)

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 chair 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.

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 lease for 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.

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

Trustees have considered and updated 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 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.

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 to commercial bookings and the Community Library.

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

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Jeanne Brown	15/08/23
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Position (eg Secretary, Chair,
etc)

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Date

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Town Hall

(Working Name: Helmsley Town Hall)

523360

CC16a

Receipts and payments accounts

For the period
from

Period start date
01/11/2021

To

Period end date
31/10/2022

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 £
A1 Receipts					
Letting of rooms	30,926	-	-	30,926	24,033
Donations	600	-	-	600	-
Bank interest	37	-	-	37	3
Covid support grants	-	-	-	-	21,430
Sundry income	443	-	-	443	609
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,006	-	-	32,006	46,075
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,006	-	-	32,006	46,075
A3 Payments					
Wages and salaries	12,827	-	-	12,827	10,756
Other premises costs	11,128	-	-	11,128	5,965
Administration	4,678	-	-	4,678	3,545
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	28,633	-	-	28,633	20,266
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	28,633	-	-	28,633	20,266
Net of receipts/(payments)	3,373	-	-	3,373	25,809
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	73,066	-	-	73,066	47,257
Cash funds this year end	76,439	-	-	76,439	73,066

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 £
B1 Cash funds	Cash at bank	76,439	-	-
		-	-	-
		-	-	-
	Total cash funds	76,439	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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	

Helmsley Town Hall
16 Market Place
Helmsley
York
North Yorkshire
YO62 5BL

Ashby Berry Coulsons Ltd
Chartered Accountants
2 Belgrave Crescent
Scarborough
North Yorkshire
YO11 1UB

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charity's financial statements for the year ended 31 October 2022. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

- 1 We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
- 2 We confirm that the charity was entitled to exemption under section 144 of the Charities Act 2011 the requirement to have its financial statements for the financial year ended 31 October 2022 audited.
- 3 We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter dated 22 July 2020, under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
- 4 All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
- 5 All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
- 6 The financial statements are free of material misstatements, including omissions.
- 7 We are not aware of any uncorrected misstatements.

Assets and liabilities

- 8 The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets.

Accounting estimates

- 9 The methods, data and significant assumptions used by us in making accounting estimates, and their related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

Legal claims

- 10 We are not aware of any claims in connection with litigation that have been, or are expected to be, received.

Laws and regulations

- 11 We are not aware of any instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

- 12 Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Subsequent events

- 13 All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

- 14 We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

- 15 No grants, donations or other income, the receipt of which is subject to specific terms or conditions, were received during the period

Yours faithfully

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Signed on behalf of the board of trustees

Date