

Charity number: 505587

THE ALMSCLIFFE HALL

**ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2024**

**BFE Brays
Chartered Accountants
Building Society Chambers
Wesley Street
Otley
LS21 1AZ**

**THE ALMSCLIFFE HALL
(Charity number: 505587)**

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**THE ALMSCLIFFE HALL
(Charity number: 505587)**

**ANNUAL REPORT & REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024**

Charity Name : The Almscliffe Hall
Registered Charity Number : 505587
Principal Address : Harrogate Road, Huby, Leeds, LS17 0EG

Names of Charity Trustees Who Manage The Charity

	Office held (If any)	Dates acted if not whole year	Appointed by (If any)
Mr Christopher John Olding	Treasurer		Elected by trustees.
Mr Nathan Varley	Chair		Elected by trustees
Mr Don Dale			Representative nominated by Snooker Club
Jenny Stacy			Representative nominated by Craft Club
Neil Muffett			Representative nominated by Weeton and Huby players
Mrs Jenny Macdonald-Smith			Elected by trustees
Ms. Suzy Bidgood	Secretary		Elected by trustees

THE ALMSCLIFFE HALL
(Charity number: 505587)

ANNUAL REPORT & REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 continued

Governing Document

The charity is constituted by Deed of Trust adopted on 20 April 1976 and amended on 2 September 1991.

Trustee Selection Methods

The Charity is administered by a Management Committee. Elected trustees are appointed or reappointed at the Annual General Meeting. Clubs and societies in the community also appoint one of their members to act as trustee representing their interests.

Object of The Charity

The object of the Charity is to maintain the Village Hall, and to provide facilities at an affordable cost to the inhabitants of the village and its surroundings, known as the Area of Benefit.

Main Activities

The Hall continues to be regularly used by local groups in the Area of Benefit including the Snooker Club, and Flower Club. It is also regularly used for functions and parties. The Hall also accommodates Huby and Weeton Pre-school, itself a registered charity. The Hall and licensed bar are open on certain days during the week and as required for clubs and functions.

In planning our activities and improvements for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

It should be noted that the Almscliffe Tennis and Bowling Club ("**ATBC**"), whilst a recognised club of the Almscliffe Hall Charitable Trust, operates distinctly from the Hall and from its own facilities. In the interests of governance and transparency the ATBC's accounts are incorporated with those of the Hall and therefore a more complete financial overview of the Charity is reflected in the accounts.

Annual Accounts

In the amalgamated accounts it should be noted that the Restricted Funds reflects the operating activities of the ATBC and the Unrestricted Funds represents those of the Almscliffe Hall (and thereby enables them to be compared directly to previous years' figures).

The bookkeeping and payroll duties in relation to the Hall are contracted to a local company, BBS Bookkeeping, that specialises in small business accounting. We have done this to meet the stringent requirements of Charity Accounting and for general governance and best practice purposes. The annual accounts are independently examined by BFE Brays, Chartered Accountants in accordance with the General Directions given by the Charity Commission under section 145(5)b of the Charities Act 2011. Within these accounts, which are uploaded with this report, is the Independent Examiner's statement on the accounts, which serves as a scrutiny test.

ANNUAL REPORT & REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 continued

The ATBC bookkeeping is completed internally and verified by Susan Gosling LLB, FCA. These verified accounts are then presented to BFE Brays for inclusion in the amalgamated accounts.

The Hall has two part-time employees who are responsible for all aspects of the day-to-day operation of the hall including functions such as operating the bar, cleaning and managing bookings.

Financial Summary of Charity Accounts 2023/24

Almscliffe Hall

The 23/24 year was another challenging one for the hall. Trying to stay relevant and attract functions is necessary for long term survival. The traditional clubs and societies are reducing due to age demographics and the existing ones do not bring in sufficient income to fund the increasing operating costs or to enable the hall to significantly improve the amenities to make it more attractive to external users.

The largest expense in the year was the replacement of the boiler which cost approximately £10 000 and was funded by the reserves of the hall. The old boiler was over 40 years old and was becoming unsafe. This was a huge cost for the hall.

Income was down on the previous year by approximately £6500. The largest contributor to this was the reduced bar sales of around £4500. The other main contributor was the local Council Grant that was allocated towards the improvements in the previous year. Other factors were the hall not having a large event such as the Gin and Beer festival as per the previous year, and lower functions generally.

The flat remained fully let and the rental was increase slightly.

Expenses were also down, primarily due to lower bar purchases as well as reduced repairs and maintenance costs (excluding the boiler). Operating costs were managed well and were in line with the previous year.

Staff salaries increased by £2500 primarily resulting from statutory pay increases. The salaries are a significant cost to the hall and will need to be monitored. The 2 employees are on contracted hours which, if the functions do not increase will need to be considered.

The negative cash funds for the year were funded from cash in the bank and needs to be monitored closely as this is not a sustainable position, despite the hall having sufficient reserves to maintain its operations in the short term.

The asset value of the Hall increased in the books as a result of a valuation carried out in November 2023 for insurance purposes.

ATBC

Whilst the year saw some reduction in subscription income this was more than compensated for by a doubling of coaching income and interest received on the club's funds most of which are ring fenced for future developments or replacement/refurbishment of existing facilities. The final result was a significant surplus at a very similar level to 2022/2023. The repayment of the loan from the LTA remains on schedule.

**ANNUAL REPORT & REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024 continued**

Charity's Policy on Reserves

The Charity does not have a policy of accumulating reserves.

Future

The Trustees are acutely aware of the challenges that lie ahead and the fine balance between maintaining a Hall that is sufficiently attractive to generate lettings and functions whilst keeping the expenditure under control. This is a challenge that is not likely to become any easier in the future. Attracting new trustees and community people who wish to contribute to the going concern of the hall is challenging and is another threat to its long-term prosperity.

The Committee's focus will be on targeting an increase in functions and lettings and continuing to look for new members willing to assist in running and maintaining the hall.

The present Committee is committed to the success of the Almscliffe Village Hall.

Chris Olding
Hon Treasurer
April 2024

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024**

Report to the trustees of The Almscliffe Hall on the accounts for the year ended 31 March 2024, which are set out on pages 6 and 7.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

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 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

In carrying out my examination I noted a lapse in the keeping of accounting records. Two individuals have been involved in taking bookings and there have been occasions when one individual raised the invoice and another recorded the remittance. It was not always obvious to them that these were one and the same transaction. Consequently, there has been some duplication of income and apparent unpaid balances. In response you, the trustees, have confirmed that henceforth only the Treasurer will deal with these transactions.

I confirm that there are 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.

Signed: Laurence J Bentley

Date: 16 May 2025

Relevant Qualification: Chartered Accountant

Address: BFE Brays
Chartered Accountants
Building Society Chambers
Wesley Street
OTLEY
LS21 1AZ

THE ALMSCLIFFE HALL
(Charity number: 505587)

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024

	2024 Restricted Funds	2024 Unrestricted Funds	2024 Total	2023 Total
RECEIPTS				
Bar sales	-	10,780	10,780	15,353
Letting income	216	13,352	13,568	9,599
Grant income	-	-	-	2,035
Flat rental income	-	7,320	7,320	6,960
Fundraising, appeals & donations	4,093	1,111	5,204	12,652
Bank interest received	2,064	660	2,724	414
Match Money	2,399	-	2,399	2,208
Other income	2,891	-	2,891	1,392
Subscriptions	13,571	-	13,571	16,977
	<u>25,234</u>	<u>33,223</u>	<u>58,457</u>	<u>67,590</u>
ASSET AND INVESTMENT SALES				
	-	-	-	-
TOTAL RECEIPTS	<u>£ 25,234</u>	<u>£ 33,223</u>	<u>£ 58,457</u>	<u>£ 67,590</u>
PAYMENTS				
Purchases	438	6,662	7,100	10,888
Staff salaries	-	11,798	11,798	9,054
Staff pension	-	387	387	372
Rates	476	269	745	1,225
Utilities	1,700	7,052	8,752	7,947
Flat expenses	-	18	18	680
Insurances	1,551	561	2,112	2,594
Repairs & maintenance	5,282	5,336	10,618	17,679
Telephone	-	514	514	347
Sundry expenses	54	1,602	1,656	2,139
Advertising	-	58	58	33
Legal & professional	-	631	631	-
Accountancy fees	-	1,458	1,458	1,817
Bank charges	-	193	193	209
Credit card charges	-	188	188	390
Affiliation Fees	1,744	-	1,744	1,451
	<u>11,245</u>	<u>36,727</u>	<u>47,972</u>	<u>56,825</u>
ASSET AND INVESTMENT PURCHASES				
Asset purchases	-	10,380	10,380	-
Loan repayments	4,750	-	4,750	4,750
TOTAL PAYMENTS	<u>£ 15,995</u>	<u>£ 47,107</u>	<u>£ 63,102</u>	<u>£ 61,575</u>
NET RECEIPTS/PAYMENTS	9,239	(13,884)	(4,645)	6,015
Less restatement of duplicate income				(4,936)
CASH FUNDS FROM LAST YEAR	<u>94,957</u>	<u>47,691</u>	<u>142,648</u>	<u>141,569</u>
CASH FUNDS THIS YEAR	<u>£ 104,196</u>	<u>£ 33,807</u>	<u>£ 138,003</u>	<u>£ 142,648</u>

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**STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE YEAR
FOR THE YEAR ENDED 31 MARCH 2024**

	Restricted Funds (ATBC)	Unrestricted Funds	Total
CASH FUNDS			
Current account	6,635	3,964	10,599
Deposit account	97,561	29,843	127,404
	£ 104,196	£ 33,807	£ 138,003

**ASSETS RETAINED FOR THE
CHARITY'S OWN USE**

Property in Huby The Almscliffe Hall	£ 917,000
Almscliffe Hall Tennis & Bowling Club	£ 380,806
	£ 1,297,806

The cost of The Almscliffe Hall is recorded as the current replacement cost of the building.

A valuation of The Almscliffe Hall was undertaken by FSS LLP in November 2023.

LIABILITIES

Accountancy & bookkeeping creditor	900
PAYE	(40)
Net wages	-
Pension contribution	30
Utilities creditors	600
Stock take creditors	180
Loans & other creditors - ATBC	41,540
	£ 43,210

On behalf of the Trustees, we approve these accounts and confirm all relevant records have been made available for their preparation.

Signed: Christopher J Olding : Treasurer

Signed: Nathan Varley : Chair

Date: 3 April 2025