



Trustees' Annual Report for the period						
Period start date			Period end date			
1 July 2022			30 June 2023			
From			To			

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

13 Ewood Drive	
Hebden Bridge	
Postcode	HX7 5PQ

### 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	Neil Croft	Chair		Rotary Club of Hebden Bridge
2	Richard Holborow			Rotary Club of Hebden Bridge
3	Keith Rawnsley			Rotary Club of Hebden Bridge
5	Derrick Palmer			Rotary Club of Hebden Bridge

### 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)

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document	Trust Deed
How the charity is constituted	Trust

Trustee selection methods	Appointed by the Rotary Club of Hebden Bridge
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**Additional governance issues (Optional information)**

- 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.

The trustees have considered the major risks to which the charity is exposed and are satisfied that the systems and procedures established, manage those risks.

The trustees have conducted a review of the Trust’s financial controls and are satisfied with the accounting procedures in place and with the level of external scrutiny. They are also satisfied that the procedures in place safeguard the Trust’s assets and should prevent and detect any bribery, fraud, financial abuse, and other irregularities.

The trustees have conducted a review of the trust’s policies and all have been updated to reflect current legislation and Charity Commission recommendations.

All fund raising for the Trust is carried out by the Rotary Club of Hebden Bridge; the Trust has no commercial partners and no relationship with any professional fund raisers.

The trustees have received no written complaints relating to fund raising or any other matters, during the reporting year.

The trustees are confident that the trust’s fundraising activities comply with the Fundraising Regulator’s Code of Practice, and that all people involved in fundraising for the trust are aware of, and adhere to, the regulator’s code of practice.

**Section C Objectives and activities**

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

The Trust deed states that income is to be applied for the relief of the poor and needy and to or for such other charitable purpose, institution, society, or object as the Rotary Club of Hebden Bridge may from time to time decide.

**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)**

The charitable objective of the Trust Fund is to raise money and distribute it in support of deserving causes. Funds are raised by the Rotary Club of Hebden Bridge (and others) on behalf of the Trust Fund. The trustees make grants based on recommendations from a committee comprising members of the Rotary Club of Hebden Bridge. Applications to the committee are received from a wide variety of sources including members of the public, registered charities and other enterprises, institutions, societies etc. All applications are considered on their own merits whilst giving due regard to our obligations as a registered charity. The trustees confirm that they have complied with their duty to have due regard to the Charity Commission’s public benefit guidance by referring to that guidance when reviewing the Trust’s aims and objectives and its grant making process.

**Money is raised for the Trust Fund by:**

- Organising fund-raising events such as The Hebden Bridge Vintage Weekend and The Hebden Bridge Easter Monday Duck Race. These fundraising events are organised by the members of the Rotary Club of Hebden Bridge.

- The Vintage Weekend returned in 2022 after a 2 year break due to Covid 19 restrictions. It was a great success and produced a record profit for the Trust.
- The 2023 Duck race was also a great success with increased revenues from online ticket sales of both ordinary Duck race and the Business Duck Race. However, ticket sales on the day of the race were reduced by a low public footfall, due to inclement weather.
- Accepting donations from members of the Rotary Club of Hebden Bridge, other Rotary Clubs, other Rotarians, and members of the public.
- **Expenditure - Grants and Other Activities**
- To achieve our public benefit objective, we make grants to a wide variety of charities and good causes, as recommended by the Rotary Club of Hebden Bridge Projects Committee, who consider and investigate requests for assistance and make recommendations on beneficiaries for grants. Their recommendations are approved at duly constituted meetings of the Rotary Club of Hebden Bridge.
- Additionally, we sometimes participate in a number of events and schemes organised or supported by Rotary International Britain and Ireland and other Rotary clubs including the [Rotary Shoebox Scheme](#), providing gifts for underprivileged children in Eastern Europe, [RYLA](#), a leadership programme coordinated by Rotary Clubs across the globe for young people.
- Most of the trust's fund-raising activities have additional benefits to the local community by providing wholesome, affordable entertainment and activities for the local population and by attracting visitors from outside our local area whose spending benefits the local economy.

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

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

**Grant Making**

Any individual, charity or other organisation can apply to the fund for a grant via on-line forms or by postal applications. All applications are considered on their own merits, and the trust aims to support a wide variety of charities and good causes in the Calder Valley, the UK and internationally.

**Contributions Made by Volunteers**

We are entirely dependent on volunteers for all our fund raising, grant making and administration. Most volunteers are members of The Rotary Club of Hebden Bridge, but we also receive volunteer help from many other members of our local community and put on record our appreciation for their invaluable help.

**Section D Achievements and performance**

## Section D

## Achievements and performance

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

£32,127 distributed to charities and good causes, with an emphasis on local organisations.

## Section E

## Financial review

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

We rely substantially on income from our 2 major annual fund-raising events, their budgeted costs are in the region of £21,000. As the level of income from each of these events is heavily dependent on the weather, a provision in the reserves is made to cover these costs that may be incurred but not recovered because of poor weather.

We make regular grants to many charities and good causes throughout the year on a both proactive and reactive basis and a reserve provision of £9,000 is regarded as sufficient to allow the trust Fund to continue meeting these grants in the event of reduced income, as outlined in the income assessment, above.

A further reserve provision of £10,000 is regarded as prudent for the Trust Fund to be able to react to any unforeseen circumstances.

Using the above figures, the Reserve Policy for 2023/24 is £40,000 (forty thousand pounds).

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

- the charity's principal sources of funds (including any fundraising);
- investment policy and objectives including any ethical investment policy adopted.

#### **The charity's principal sources of funds in this year are:**

- 1 Two events organised by the Rotary Club of Hebden Bridge:
  - The 2022 Hebden Bridge Vintage Weekend
  - The 2023 Hebden Bridge Easter Monday Duck Race
- 2 Donations by members of the Rotary Club of Hebden Bridge and others.

#### **Investment Policy**

Our investment policy is to hold all financial assets as cash, in the form of bank accounts with Lloyds Bank.


**Section F Other optional information**

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**Section G Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
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<b>Full name(s)</b>	Neil Edmond Croft	
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<b>Position (e.g. Secretary, Chair, etc)</b>	Chair	
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<b>Date</b>	15/11/2023
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**Rotary Club of Hebden Bridge**  
**Unaudited Financial Statements**  
**As at 30 June 2023**

**Rotary Club of Hebden Bridge**

**As at 30 June 2023**

	<b>Pages</b>
Income and Expenditure Statement	<b>1</b>
Balance Sheet	<b>2</b>

**Rotary Club of Hebden Bridge  
Income and Expense Statement  
As at 30 June 2023**

		<b>2023</b>		<b>2022</b>	
		£	£	£	£
<b><u>INCOME</u></b>					
	Donations & Grants		1,179		606
	Bank Interest		231		3
	Fund Raising Activities		70,631		17,982
			72,041		18,591
<b><u>EXPENDITURE</u></b>					
	Charitable Activities	32,127		5,350	
	Costs of generating funds	22,224		8,774	
			54,351		14,124
<b><u>SURPLUS FOR THE YEAR</u></b>			17,690		4,467

**Rotary Club of Hebden Bridge**  
**Balance Sheet**  
**As at 30 June 2023**

	<b>2023</b>	<b>2022</b>
	£	£
<b><u>ASSETS</u></b>		
<b><u>Unrestricted funds at 30th June</u></b>		
No. 1 Trust Account at Lloyds Bank	8,157	22,540
No. 2 Trust Account at Lloyds Bank	61,564	31,333
Paypal	-	-
	69,721	53,873
<b><u>LIABILITIES</u></b>		
Receipts in advance	7,348	9,490
Creditors	300	
	62,073	44,383
Represented by:		
<b><u>ACCUMULATED FUND</u></b>		
Balance as at 30 June 2022	44,383	39,915
Surplus for the year	17,690	4,468
Balance as at 30 June 2023	62,073	44,383

**ACCOUNTANTS REPORT**

In accordance with instruction given to us we have prepared without carrying out an audit the annexed Income and Expenditure Account from accounting records of Rotary Club of Hebden Bridge and from information and explanations supplied to us.



Cresswells  
10 November 2023

**CLIENT APPROVAL**

In accordance with the terms of engagement of Cresswells, I approve the financial statements for the year ended 30 June 2023 which comprise the Trading and Profit and Loss Account and the Balance Sheet. I acknowledge my responsibility for the financial statements, including the appropriateness and for providing Cresswells with all information and explanations necessary for their compilation.



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

The Rotary Club Of Hebden Bridge Trust Fund

**On accounts for the year  
ended**

30<sup>th</sup> June 2023

**Charity no  
(if any)**

513898

**Set out on pages**

(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 30 June 2023.

**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:**

10 November 2023

**Name:**

John Dakin

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

ICAEW

**Address:**

Cresswells Accountants (UK) Ltd

12 Market Street, Hebden Bridge,

HX7 6AD

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.**