

## TRUSTEES' ANNUAL REPORT FOR THE PERIOD 01.10.17 to 30.09.18

### BEDALE HALL CHARITABLE INCORPORATED ORGANISATION

Charity number 1171403

#### Reference and administration details.

Charity's address: Bedale Hall, North End, Bedale, North Yorkshire DL8 1AA.

The trustees hold the property on a 999-year lease from Hambleton District Council, who retain the freehold.

Trustees holding office on 30.09.18:

Trustee name	Office	Appointing body
John Weighell		
Michael Barningham	chairman	Bedale Town Council
John Critchlow	treasurer	
Yvonne Rose		
Harry Lillystone		
John Noone	vice-chair	
Richard Corner		
Amanda Coates		Bedale Town Council
Carl Les		Aiskew Parish Council
Andrew Hallett		
Carol Gill		
Clive Pointon		
Neil Pocklington		

Professional advice is provided by:

Solicitor: Eccles Heddon & Co., South End, Bedale, N. Yorkshire.

Valuer: Norman F Brown, Bridge Street, Bedale, N Yorks.

#### Structure, Governance and Management

Governing instrument: Lease and Constitution.

Management: The charity's affairs are managed by the Trustees. The Trustees are proposed by parish councils and voluntary organisations in the Bedale district and elected at the Annual General Meeting. The Trustees meet typically six times a year.

The Bedale Hall Trust (Charity number 700687) converted to Bedale Hall Charitable Incorporated Organisation (working title – Bedale Hall) on 1<sup>st</sup> February 2017. The Charity Commission has since agreed to merge the two charities.

## Objectives and Activities

The object of the CIO is to further or benefit the residents of the area defined by the boundary of Bedale and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power:

To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Main activities in relation to these objects:

Public rooms, including the 18<sup>th</sup> century ballroom and meeting rooms are available for community use or private hire. The charity runs and provides facilities for the Bedale Museum and the Bedale and District Tourist Information Centre. These are staffed and operated by volunteers.

The charity also provides facilities for the Bedale Community Library, which since April 2017 is run by volunteers.

The remainder of the building is let to tenants to provide an income for the maintenance of the building and its operation as a community facility.

## Achievements and performance 01.10.17 to 30.09.18

Many of our offices are let to small businesses, so inevitably there are changes in tenancies as some require more space than we can offer or change their plans. This year six businesses have left, four have moved in and three have expanded, leaving just two small offices unoccupied at the end of the year. Other rooms continue to be occupied by the Bedale Museum, Tourist Information Centre, Town Council, Youth Venue and the Community Library.

Major work has continued to secure and refurbish the 18<sup>th</sup> century ballroom. This has included installing new LED lighting, redecorating the moulded plasterwork ceiling, a thorough cleaning and the stripping and polishing of the wooden floor. In addition, one office has been upgraded following a long tenancy and the windows of the north elevation have been repaired and repainted.

Looking ahead, there are major internal refurbishment projects which are awaiting funding, primarily the redecoration of the Drawing Room and upgrading of the electrical system and emergency lighting.

## Financial review

Leaving aside the adverse effects of delayed receipts and earlier payments within our financial year, running costs remained broadly in line with the previous year, while income fell by around £12,000. Half of this shortfall was attributable to offices left empty between tenancies and the other half to a fall in hiring of the ballroom for weddings and other large functions. Nevertheless this trading income exceeded day-to-day running costs by around £14,000.

This helped to finance major projects totalling £35,000, of which half was spent on the ballroom, a quarter on external works and the rest on smaller items for the offices and the Conference Room. In addition we received grants of £4,900 from the Coop Community Fund and £550 from the County Council's localities scheme. The remaining funding for major projects was drawn from accumulated reserves, which now stand at approximately £64,000 in unrestricted funds. It is the policy of the Trustees to maintain significant reserves to guard against emergency repairs to this historic grade 1 listed building or a sudden loss of income from tenants, most of who are required to give only a few months notice.

Annual Report prepared by J Critchlow (treasurer), December 2018.

John E. Critchlow



Charity Name Bedale Hall Charitable Incorporated Organisation	No (if any) 1171403
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## Receipts and payments accounts

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For the period from	Period start date 01.10.17	To	Period end date 30.09.18
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted fund Museum to the nearest £	Restricted fund TIC to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Office rents and service charges	70,274	-	-	70,274	82,705
Casual lettings	18,540	-	-	18,540	23,956
Fund raising and donations	6,473	635	617	7,725	3,792
Interest on deposit accounts	168		121	289	234
Grants	550	900	600	2,050	23,800
Profits on sales	1,532	215	2,230	3,977	4,904
Refunds and insurance claims	-	-		-	
	-	-	-	-	-
<b>Sub total</b>	<b>97,537</b>	<b>1,750</b>	<b>3,568</b>	<b>102,855</b>	<b>139,391</b>
<b>A2 Asset and investment sales, etc.</b>	-	-	-	-	-
<b>Total receipts</b>	<b>97,537</b>	<b>1,750</b>	<b>3,568</b>	<b>102,855</b>	<b>139,391</b>
<b>A3 Payments</b>					
Electricity, gas and water	22,224	184	662	23,070	21,918
Insurance and Rates	10,067	617	776	11,460	8,627
Caretaking and cleaning	14,981		20	15,001	15,599
Administration costs	21,975	1,139	436	23,550	23,327
Advertising, publicity and exhibitions	337	708	108	1,153	633
Training and conservation				-	
Repairs and maintenance	8,312		150	8,462	7,740
Rents and room hire		1,326		1,326	1,326
Sundry expenditure	243		386	629	880
	-	-	-	-	-
<b>Sub total</b>	<b>78,139</b>	<b>3,974</b>	<b>2,538</b>	<b>84,651</b>	<b>80,050</b>
<b>A4 Asset and investment purchases, etc.</b>	34,967	120		35,087	32,152
<b>Total payments</b>	<b>113,106</b>	<b>4,094</b>	<b>2,538</b>	<b>119,738</b>	<b>112,202</b>
<b>Net of receipts/(payments)</b>	<b>- 15,569</b>	<b>- 2,344</b>	<b>1,030</b>	<b>- 16,883</b>	<b>27,189</b>
<b>A5 Transfers between funds</b>	- 2,300	2,300	-	-	-
<b>A6 Cash funds last year end</b>	81,734	6,473	14,174	102,381	75,192
<b>Cash funds this year end</b>	<b>63,865</b>	<b>6,429</b>	<b>15,204</b>	<b>85,498</b>	<b>102,381</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted fund Museum to nearest £	Restricted fund TIC to nearest £
<b>B1 Cash funds</b>	Bank - current account	10,641	6,420	3,518
	Deposit account	53,224	-	11,657
	Cash	-	9	29
	<b>Total cash funds</b>	<b>63,865</b>	<b>6,429</b>	<b>15,204</b>
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted fund Museum to nearest £	Restricted fund TIC to nearest £
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Cost (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Cost (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	Amount due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	John E. Critchlow	John Critchlow	20.11.18	

## Independent Examiner's Report on the Accounts

### Receipts and Payments Accounts

Report to the trustees/members of

Charity Name **BEDALE HALL CHARITABLE INCORPORATED ORGANISATION**

On accounts for the year ended

**3 0 0 9 1 8**

Set out on pages

**1-6**

(remember to include the page numbers of additional sheets)

#### Respective responsibilities of trustees and examiner

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 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

#### Basis of independent examiner's statement

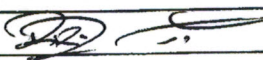
My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 I do not express an audit opinion on the accounts.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf \*):

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
    - to keep accounting records in accordance with section 41 of the 1993 Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave 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.
- \* Please delete the words in the brackets if they do not apply.

Signed



Date

**26 October 2018**

Name

**R. K. DUNN**

Relevant professional qualification or  
body (if any)

**Major Paymaster RAC**

Address

**21 HIRD AVENUE**

**BEDALE**

**NORTH YORKSHIRE**

**DL8 2UE**