(A Company Charity limited by guarantee)

# Annual Report & Financial Statements for the year ended

31st March 2020

(Registered Charity Number: 1143053) (Registered Company Number: 07584110)



Independent examination services

(A Company Charity limited by guarantee)

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### **Trustees' Annual Report**

From: April 1st 2019 To: March 31st 2020

The Board of Trustees, who are also Directors of the charity for the purpose of the Companies Act 2006, present their annual report and financial statements for the year ended March 31st 2020. The financial statements comply with the Companies Act 2006 and Accounting and Reporting by Charities, Statement of Recommended Practice (SORP 2015).

Charity's full name Glusburn Community & Arts Centre

Registered Company number 07584110

Registered Charity number 1143053

#### Objectives and activities

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

To establish & run a village hall & to promote for the benefit of the inhabitants of the area, without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, the provision of facilities for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity, or disablement, financial hardship or social & economic circumstances or for the public at large in the interests of social welfare & with the object of improving the conditions of life of the said inhabitants.

# Summary of the main activities in relation to those purposes for the public benefit and summary of the main achievements of the charity

This has been a year divided into three. The first few months April to July followed the same pattern as previous years with the following regular activities taking place. Amore School of Dance (2 days); indoor bowls (3 sessions); SCAD indoor bowls; brownies; weightwatchers; luncheon club; Glusburn Youth Theatre; Theatre Works Academy; NY Youth Club; yoga (2 sessions); Zumba fitness; Tai'chi group; dog club; exercise for the elderly; games group; IT; gardening talks; flower arranging; craft & creative stitch groups. In addition the Bronte Wheelers Cycling Group; the South Craven Walking for Health Group and a Diabetics Group use the facilities. The Trustees rent out rooms for private parties, meetings elections & so on. They also organise a programme of film nights once a month & other events such as theatre productions, tribute band nights & so forth. In order to support the running of the charity a licensed bar is provided for events & part of the building is rented to a Veterinary Practice & a Mortgage Broker. In addition there is the contract to run Speed Awareness Courses which operated from April to July.

The second part, August to December was dominated by the installation of a 13 person lift & seven new toilets together with breaking through for a second exit off the stage and to link the former chapel on the first & second floors to give full accessibility. This is a project that is mentioned as desperately needed over the last fifteen years in earlier reports but this year our dream has been fulfilled! However our gratitude is due to the Garfield Weston Foundation who risked putting £20,000 into our account. This enabled us to obtain grants from the National Lottery Community Fund, Bernard Sunley Foundation and Glusburn & Cross Hills Parish Council to produce the £185,000 required.

However this has meant the Speed Awareness Courses & all major events with the exception of the Children's Xmas film had to be cancelled. Small group activities did keep running although often in different rooms to usual. Our users were extremely patient & we are most grateful for their support in putting up with the inconvenience. There was a further minor inconvenience because some ceiling plaster in the former Chapel fell causing us to close the room and reallocate activities where possible. Repair work was completed at the end of February.

Come 2020, we started really enjoying the benefits of the lift & toilets & began to get back to our normal pattern of activities but we did permanently lose the Speed Awareness courses & two other groups because of the disruption. On the positive side our finances really started to pick up and income exceeded expenditure before taking into account our contribution of £11,443 to the lift project and depreciation of assets of £8,330.

Then came the coronavirus! Immediately we had to close down our programme of activities in March. We have been designated the NYCC Area Support Centre for South Craven & are keeping our Administrator on full pay to undertake this change of role. Our two caretakers who are both at risk are coming under the Government furlough scheme.

Throughout the last two years we have been negotiating a new lease with Ashlands Veterinary Practice. This is now complete so that we continue to receive rent from this and from our Mortgage Broker who has an annual Licence Agreement to use a room in the building. This together with the £10,000 Business Grant is helping us to survive this year. At this time it seems more likely that our activities with young people may be able to re-start sooner than those with the Over 70's but we await the Government decisions.

The Chairman was awarded the British Empire Medal at aceremony at the residence of the Lord Lieutenant of the County in April 2019. This was for her services to the community including the Institute.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

#### Financial review

#### Review of the charity's financial position at the end of the period

There was a deficit of £14,934 for the year with unrestricted reserves reducing to £50,393 at 31 March 2020.

#### Statement explaining the policy for holding reserves stating why they are held

The trustees have adopted as their reserves policy that they should seek to maintain the sum of £10,000 as a reserve against short term financial difficulties. The specific aims of the reserve are - £5,000 to pay the annual insurance bill; £3,000 to pay one month's salaries; and £2,000 in case of emergency repairs

#### Amount of reserves held

At 31st March 2020 unrestricted reserves amounted to £50,393, however £23,835 of this is represented by depreciable assets.

#### Reasons for holding zero reserves

Not relevant

#### Funds materially in deficit

None

#### Explanation of any uncertainties about the charity continuing as a going concern

None currently

#### Structure, governance and management

Description of the charity's trusts

Type of governing document Charitable Trust deed

How the charity is constituted Charity + a Company limited by Guarantee

Trustee selection methods Glusburn Parish Council - One trustee. Other trustees appointed

#### Reference and administration details

Charity's full name Glusburn Community & Arts Centre

Other names the charity is known by Glusburn Institute

Charity's principal address Colne Road

Glusburn Via Keighley

Postcode BD20 8PJ

Names of the 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
Gill Birks	Chair		
Bernard Peel	Treasurer		
Margaret Golightly	Secretary		
Roy Attwood			
Philip Gamble			
Alexander Gilbert		Left 4/9/19	
Malcolm Gott			
Michael Gott			
Susan Ingham			
Donna Leonard			
Michael Outhwaite			
Mark Nommik			
Jason Smith			

Joined 4/9/19

#### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Glusburn Institute
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Held on behalf of residents of Glusburn & Cross Hills. It is a separate but linked charity.

#### **Name of Company Secretary**

The state of the s	
Name	Dates acted if not for whole year

Bernard Peel

William Whiteley

#### Trustee responsibilities in relation to financial statements

Company law requires the directors (trustees) to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for the year. In preparing those financial statements, the directors (trustees) are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue on that basis.

The directors (trustees) are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements compy with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees, who are Directors for the purpose of company law, and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 4.

#### Disclosure of information

In so far as the Trustees are aware:

- There is no relevant information of which the Charity's Independent Examiner is unaware;
- -The Trustees have taken the necessary steps to be aware of the information, which would be relevant for independent examination purposes and have communicated them to the Independent Examiner.

#### **Exemptions**

The trustees have taken advantage of the exemption available to small companies, including the audit exemption (as detailed on the balance sheet).

#### **Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature Full Name Position Date

# Statement of Financial Activities for the year ended: 31 March 2020

		Unrestricted	Restricted	Total	Total
	Note	funds	funds	2020	2019
Income and endowments from:		£	£	£	£
Donations, grants and legacies	3.1	2,131	159,242	161,373	35,517
Charitable activities	3.2	63,183	-	63,183	81,117
Other trading activities	3.3	15,040	-	15,040	12,840
Total income	3	80,354	159,242	239,596	129,474
Expenditure on:					
Charitable activities	4.1	83,845	13,509	97,354	110,050
Total expenditure	4	83,845	13,509	97,354	110,050
Net income/(expenditure)	- -	(3,491)	145,733	142,242	19,424
Gross transfers between funds	12	(11,443)	11,443	-	-
Net movement in funds	- -	(14,934)	157,176	142,242	19,424
Total funds brought forward		65,327	520,201	585,528	566,104
Total funds carried forward	=	50,393	677,377	727,770	585,528

**Balance Sheet as at:** 

31 March 2020

<b>-</b>	Note	2020	2019
Fixed assets	7	<b>£</b> 698,835	<b>£</b> 532,164
Tangible assets  Total fixed as:		698,835	532,164
. otal into a do			
Current assets			
Stock	8	990	818
Debtors & prepayments	9	44,390	11,592
Cash at bank and in hand	10	25,217	46,518
Total current as:	sets	70,597	58,928
Current Liabilities: Amounts falling du within one year	e		
Creditors and accruals	11	(41,662)	(5,564)
Net current as	sets	28,935	53,364
Net as:	sets	727,770	585,528
Het as.	3013	727,770	
Funds of the Charity			
Unrestricted Funds (General)	12	50,393	65,327
Restricted Funds	12	677,377	520,201
Total Funds carried forw	ard 12 & 13	727,770	585,528

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors (trustees) acknowledge their responsibilities for:

The financial statements were approved by the trustees and signed on their behalf by:

i) ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and ii) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS 102)).

Date	

Gillian Sara Birks

Trustee

Statement of Cash Flows for the year ended: 31st March 2020

	Total 2020	Total 2019
Cook flows from an autima activities	£	£
Cash flows from operating activities	140 040	10 404
Net income/(expenditure) for the year	142,242	19,424
Add: Depreciation for the year	8,329	8,084
	150,571	27,508
Working capital changes		
(Increase)/decrease in stock	(172)	(57)
(Increase)/decrease in debtors	(32,798)	3,077
Increase/(decrease) in creditors	36,098	(1,804)
Net cash provided by/(used in) operating activities	153,699	28,724
Cash flows used in investing activities		
Purchase of fixed assets	(175,000)	(8,363)
Change in cash and cash equivalents in the year	(21,301)	20,361
Cash and cash equivalents at 1 April	46,518	26,157
Cash and cash equivalents at 31 March	25,217	46,518

Notes to the accounts for the year ended: 31 March 2020

#### 1 Basis of preparation

#### 1.1 Basis of accounting

The financial statements are prepared under the historical cost convention and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS 102)).

#### 1.2 Change of basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

#### 1.3 Change to previous accounts

No changes have been made to accounts for previous years.

#### 2 Accounting policies

#### Income and endowments

#### Recognition of income

Income is recognised in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- receipt is probable; and
- the monetary value can be measured with sufficient reliability.

#### Incoming resources with related expenditure

Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the SoFA.

#### **Grants and donations**

Grants and donations are only included in the SoFA when the charity has evidence of entitlement to the resources and receipt is probable.

#### Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

#### **Expenditure and Liabilities**

#### **Expenditure**

#### Raising funds

Cost of raising funds comprise those costs associated with attracting voluntary income.

#### Charitable activities

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

#### **Assets**

#### Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt, less depreciation.

Depreciation is provided at rates to write off the costs less estimated residual value of each asset over its expected useful life as follows:

Fixtures, fittings & equipment 7 years Straight line basis

Freehold land & buildings None None

The Glusburn Institute building is not depreciated on the basis that extensive on-going repairs and renewals maintain its value.

#### Stock & work in progress

These are valued at the lower of cost of market value.

#### **Fund accounting**

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor.

Notes to the accounts for the year ended: 31 March 2020

funds         funds         funds         2020         funds         funds         20           3.1 Donations, grants and legacies         Grants         Segants		2020				2019			
£         <		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total		
Sample   S		funds	funds	2020	funds	funds	2019		
Grants Glusburn & Cross Hills Parish Glusburn & Cross Hills Parish Glusburn & Cross Hills Parish Garfield Weston Garfield Weston Bernard Sunley General Donations Community Community Community General Drake Lane Drake Lan		£	£	£	£	£	£		
Glusburn & Cross Hills Parish   -   10,000   10,000   -   9,000   9,000   Garfield Weston   -   388   388   -   20,000   20,000   Bernard Sunley   -   10,000   10,000   -   -   -   -   -   -     -									
Garfield Weston Bernard Sunley         -         388         388         -         20,000         20,000           Bernard Sunley         -         10,000         10,000         -									
Bernard Sunley		-			-		9,000		
Big Lottery Community Fund Donations         -         134,854         134,854         -		-			-	20,000	20,000		
Donations   Community   Comm		-		· ·	-	-	-		
General Drake Lane         2,131         -         2,131         -         2,131         - <th< td=""><td></td><td>-</td><td>134,054</td><td>134,034</td><td>-</td><td>-</td><td>-</td></th<>		-	134,054	134,034	-	-	-		
Drake Lane         -         2,000         2,000         6,517         -         6,51           3.2 Charitable activities           Regular bookings:           Children         2,405         -         2,405         2,990         -         2,990           Dance         5,710         -         5,710         6,260         -         6,260           Education         10,753         -         10,753         22,880         -         22,880           Elderly/disabled         4,837         -         4,837         7,296         200         7,46           Health         1,288         -         1,288         1,400         -         1,40           Regulat meetings         1,083         -         1,083         1,415         -         1,41           Sport/physical         6,450         -         6,450         6,667         504         7,17           Cafe         985         -         985         3,566         -         -         -           Other         276         -         2,625         -         2,625           Events:         -         10,978         11,978         11,376         - </td <td>Community</td> <td>-</td> <td>2,000</td> <td>2,000</td> <td>-</td> <td>-</td> <td>-</td>	Community	-	2,000	2,000	-	-	-		
Drake Lane         -         2,000         2,000         6,517         -         6,515           2,131         159,242         161,373         6,517         29,000         35,51           3.2 Charitable activities           Regular bookings:           Children         2,405         -         2,405         2,990         -         2,995           Dance         5,710         -         5,710         6,260         -         6,260           Education         10,753         -         10,753         22,880         -         22,880           Elderly/disabled         4,837         -         4,837         7,296         200         7,46           Health         1,288         -         1,288         1,400         -         1,40           Regulat meetings         1,083         -         1,083         1,415         -         1,41           Sport/physical         6,450         -         6,450         6,667         504         7,17           Cafe         985         -         985         3,566         -         -         -           Other         276         -         2,625         - <td>General</td> <td>2,131</td> <td>-</td> <td>2,131</td> <td>-</td> <td>-</td> <td>-</td>	General	2,131	-	2,131	-	-	-		
3.2 Charitable activities         Regular bookings:       2,405       -       2,405       2,990       -       2,99         Dance       5,710       -       5,710       6,260       -       6,26         Education       10,753       -       10,753       22,880       -       22,88         Elderly/disabled       4,837       -       4,837       7,296       200       7,49         Health       1,288       -       1,288       1,400       -       1,40         Regulat meetings       1,083       -       1,083       1,415       -       1,41         Sport/physical       6,450       -       6,450       6,667       504       7,17         Cafe       985       -       985       3,566       -       3,56         Other       276       -       276       -       -       -       -         Events:       5hows       3,750       -       3,750       2,625       -       2,625         Events       10,978       10,978       11,376       -       11,376       -       11,377         Occasional meetings       888       -       888       280 <t< td=""><td>Drake Lane</td><td>· -</td><td>2,000</td><td>2,000</td><td>6,517</td><td>-</td><td>6,517</td></t<>	Drake Lane	· -	2,000	2,000	6,517	-	6,517		
Regular bookings:         Children       2,405       -       2,405       2,990       -       2,995         Dance       5,710       -       5,710       6,260       -       6,26         Education       10,753       -       10,753       22,880       -       22,88         Elderly/disabled       4,837       -       4,837       7,296       200       7,48         Health       1,288       -       1,288       1,400       -       1,40         Regulat meetings       1,083       -       1,083       1,415       -       1,41         Sport/physical       6,450       -       6,450       6,667       504       7,17         Cafe       985       -       985       3,566       -       3,56         Other       276       -       276       -       -       -       -         Events:       5hows       3,750       -       3,750       2,625       -       2,62         Events       10,978       -       10,978       11,376       -       11,37         Occasional meetings       888       -       888       280       -       2,82		2,131	159,242	161,373	6,517	29,000	35,517		
Children         2,405         -         2,405         2,990         -         2,995           Dance         5,710         -         5,710         6,260         -         6,26           Education         10,753         -         10,753         22,880         -         22,88           Elderly/disabled         4,837         -         4,837         7,296         200         7,48           Health         1,288         -         1,288         1,400         -         1,40           Regulat meetings         1,083         -         1,083         1,415         -         1,41           Sport/physical         6,450         -         6,450         6,667         504         7,17           Cafe         985         -         985         3,566         -         3,56           Other         276         -         276         -         -         -         -           Events:         5         3,750         2,625         -         2,62         -         2,62           Events         10,978         -         10,978         11,376         -         11,37           Occasional meetings         888         -	3.2 Charitable activities								
Children         2,405         -         2,405         2,990         -         2,995           Dance         5,710         -         5,710         6,260         -         6,26           Education         10,753         -         10,753         22,880         -         22,88           Elderly/disabled         4,837         -         4,837         7,296         200         7,49           Health         1,288         -         1,288         1,400         -         1,40           Regulat meetings         1,083         -         1,083         1,415         -         1,41           Sport/physical         6,450         -         6,450         6,657         504         7,17           Cafe         985         -         985         3,566         -         3,56           Other         276         -         276         -         -         -         -           Events:         5         3,750         2,625         -         2,62         -         2,62           Events         10,978         -         10,978         11,376         -         11,37           Occasional meetings         888         -	Regular bookings:								
Dance         5,710         -         5,710         6,260         -         6,26           Education         10,753         -         10,753         22,880         -         22,88           Elderly/disabled         4,837         -         4,837         7,296         200         7,48           Health         1,288         -         1,288         1,400         -         1,40           Regulat meetings         1,083         -         1,083         1,415         -         1,41           Sport/physical         6,450         -         6,450         6,667         504         7,17           Cafe         985         -         985         3,566         -         3,56           Other         276         -         276         -         -         -         -           Events:         Shows         3,750         -         3,750         2,625         -         2,62           Events         10,978         -         10,978         11,376         -         11,37           Occasional meetings         888         -         888         280         -         28           Bar         12,331         -	<u> </u>	2,405	-	2,405	2,990	-	2,990		
Education       10,753       -       10,753       22,880       -       22,88         Eiderly/disabled       4,837       -       4,837       7,296       200       7,49         Health       1,288       -       1,288       1,400       -       1,40         Regulat meetings       1,083       -       1,083       1,415       -       1,41         Sport/physical       6,450       -       6,450       6,667       504       7,17         Cafe       985       -       985       3,566       -       3,56         Other       276       -       276       -       -       -       -       -         Events:       Shows       3,750       -       3,750       2,625       -       2,62       -       2,62       -       2,62       -       11,37       -       11,37       -       11,37       -       11,37       -       11,37       -       12,331       12,227       -       12,22       -       -       12,22       -       -       1,130       -       1,133       -       1,130       -       1,133       -       1,149       301       -       1,130       -	Dance	5,710	-	5,710	·	-	6,260		
Elderly/disabled       4,837       -       4,837       7,296       200       7,49         Health       1,288       -       1,288       1,400       -       1,40         Regulat meetings       1,083       -       1,083       1,415       -       1,41         Sport/physical       6,450       -       6,450       6,667       504       7,17         Cafe       985       -       985       3,566       -       3,56         Other       276       -       276       -       -       -       -         Events:       Shows       3,750       -       3,750       2,625       -       2,62         Events       10,978       -       10,978       11,376       -       11,37         Occasional meetings       888       -       888       280       -       28         Bar       12,331       -       12,331       12,227       -       12,22         Fallfest       -       -       -       -       1,149       301       -       30         Other       1,449       -       1,449       301       -       30	Education		-	10,753		-	22,880		
Health       1,288       -       1,288       1,400       -       1,40         Regulat meetings       1,083       -       1,083       1,415       -       1,41         Sport/physical       6,450       -       6,450       6,667       504       7,17         Cafe       985       -       985       3,566       -       3,56         Other       276       -       276       -       -       -       -         Events:       Shows       3,750       -       3,750       2,625       -       2,62         Events       10,978       -       10,978       11,376       -       11,37         Occasional meetings       888       -       888       280       -       28         Bar       12,331       -       12,331       12,227       -       12,22         Fallfest       -       -       -       -       -       1,130       -       1,13         Other       1,449       -       1,449       301       -       30	Elderly/disabled	4,837	-	4,837		200	7,496		
Regulat meetings       1,083       -       1,083       1,415       -       1,41         Sport/physical       6,450       -       6,450       6,667       504       7,17         Cafe       985       -       985       3,566       -       3,56         Other       276       -       276       -       -       -       -         Events:       Shows       3,750       -       3,750       2,625       -       2,62         Events       10,978       -       10,978       11,376       -       11,37         Occasional meetings       888       -       888       280       -       28         Bar       12,331       -       12,331       12,227       -       12,22         Fallfest       -       -       -       -       1,130       -       1,13         Other       1,449       -       1,449       301       -       30	· · · · · · · · · · · · · · · · · · ·	1,288	-	1,288	1,400	-	1,400		
Sport/physical         6,450         -         6,450         6,667         504         7,17           Cafe         985         -         985         3,566         -         3,56           Other         276         -         276         -         -         -           Events:         -         3,750         -         3,750         2,625         -         2,62           Events         10,978         -         10,978         11,376         -         11,37           Occasional meetings         888         -         888         280         -         28           Bar         12,331         -         12,331         12,227         -         12,22           Fallfest         -         -         -         -         1,130         -         1,13           Other         1,449         -         1,449         301         -         30	Regulat meetings	1,083	-	1,083	1,415	-	1,415		
Cafe Other       985       -       985       3,566       -       3,56         Other       276       -       276       -	<u> </u>	· ·	-	6,450	·	504	7,171		
Other       276       -       276       -		•	-	985	·	-	3,566		
Shows       3,750       -       3,750       2,625       -       2,625         Events       10,978       -       10,978       11,376       -       11,37         Occasional meetings       888       -       888       280       -       28         Bar       12,331       -       12,331       12,227       -       12,22         Fallfest       -       -       -       -       1,130       -       1,13         Other       1,449       -       1,449       301       -       30	Other	276	-	276	-	-	-		
Events       10,978       -       10,978       11,376       -       11,37         Occasional meetings       888       -       888       280       -       28         Bar       12,331       -       12,331       12,227       -       12,22         Fallfest       -       -       -       1,130       -       1,13         Other       1,449       -       1,449       301       -       30	Events:								
Occasional meetings       888       -       888       280       -       28         Bar       12,331       -       12,331       12,227       -       12,22         Fallfest       -       -       -       -       1,130       -       1,13         Other       1,449       -       1,449       301       -       30	Shows	3,750	-	3,750	2,625	-	2,625		
Occasional meetings         888         -         888         280         -         28           Bar         12,331         -         12,331         12,227         -         12,22           Fallfest         -         -         -         -         1,130         -         1,13           Other         1,449         -         1,449         301         -         30	Events	10,978	-	10,978	11,376	-	11,376		
Fallfest     -     -     1,130     -     1,13       Other     1,449     -     1,449     301     -     30	Occasional meetings		-	888	·	-	280		
Fallfest     -     -     1,130     -     1,13       Other     1,449     -     1,449     301     -     30	Bar	12,331	-	12,331	12,227	-	12,227		
Other1,4491,44930130	Fallfest	-	-	-	·	-	1,130		
	Other	1,449	-	1,449		-	301		
,		63,183	-	63,183	80,413	704	81,117		

#### 3.3 Other trading activities

	Total income	80,354	159,242	239,596	99,770	29,704	129,474
	-	15,040	-	15,040	12,840		12,840
Rental income		15,040	-	15,040	12,840	-	12,840

Notes to the accounts for the year ended: 31 March 2020

		2020			2019	
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	funds	funds	2020	funds	funds	2019
	£	£	£			£
4.1 Charitable activities						
Staff:						
Staff salaries & pensions	28,587	-	28,587	34,151	-	34,151
Staff training	109	-	109			-
	28,696	-	28,696	34,151	-	34,151
Event costs:			_			_
Bar	4,591	-	4,591	4,584	-	4,584
Marketing	1,395	-	1,395	2,022	-	2,022
Other	<u> </u>	-				-
	5,986	-	5,986	6,606	-	6,606
Utilities:			_			_
Gas	5,093	-	5,093	6,629	-	6,629
Electricity	5,288	-	5,288	3,655	-	3,655
Water	822	-	822	1,018		1,018
	11,203		11,203	11,302	-	11,302
Maintenance:						
General	9,495	-	9,495	8,210	-	8,210
Lighting	-	-	-	-	3,467	3,467
Decorating (Note 12)	-	-	-	329	10,133	10,462
Memorial Hall	-	11,685	11,685	-	-	-
Grounds	1,512	-	1,512	1,100	-	1,100
Lift	160	-	160	264	-	264
Clock	-	-	-	1,728	-	1,728
Fire extinguishers	573		573	463		463
	11,740	11,685	23,425	12,094	13,600	25,694

Office:						
Stationery	116	-	116	559	-	559
Telephone	559	-	559	476	-	476
Licences	1,495	-	1,495	1,321	-	1,321
Copying	99	-	99	-	-	-
Subscriptions	-	-	-	65	-	65
	2,269	-	2,269	2,421	-	2,421
Other:						
Cafe costs	709	-	709	1,947	-	1,947
Cinema costs	977	-	977	1,472	-	1,472
Community projects	-	780	780	-	800	800
Sport/physical	-	1,044	1,044	-	803	803
Insurance	3,930	-	3,930	3,995	-	3,995
Rates	771	-	771	398	-	398
GI Events	6,237	-	6,237	7,633	-	7,633
Cleaning materials	1,296	-	1,296	1,287	-	1,287
Legal & professional	546	-	546	1,320	-	1,320
Sundry costs	245	-	245	1,257	-	1,257
Independent examination	910	-	910	880	-	880
Depreciation	8,330	-	8,330	8,084		8,084
	23,951	1,824	25,775	28,273	1,603	29,876
	83,845	13,509	97,354	94,847	15,203	110,050

Notes to the accounts for the year ended: 31 March 2020

#### 5 Trustee expenses & examination fees

#### **5.1 Trustee expenses**

No trustees received a remuneration for services rendered during the year, nor were any trustees' out of pocket expenses reimbursed.

5.2 Fees for examination of the accounts	2020	2019
Independent Examiner's fees for reporting on the accounts	910	880
Other fees paid to the Independent Examiner		-
6 Staff costs and emoluments	2020	2019
	£	£
Gross wages, salaries and benefits in kind	28,587	34,151
Employers National Insurance	-	-
Employers pension	-	-
	28,587	34,151
Average number of employees	1.5	2.0

#### 7 Tangible fixed assets

	Fixtures, fittings & equipment £	Freehold land & buildings £	Total
7.1 Cost or valuation			
Balance b/fwd	65,412	500,000	565,412
Additions	-	175,000	175,000
Disposals	-	-	-
Balance c/fwd	65,412	675,000	740,412
7.2 Depreciation			
Balance b/fwd	33,248	-	33,248
Charge for year	8,329	-	8,329
Disposals	-	-	-
Balance c/fwd	41,577		41,577
7.3 Net book value			
Brought forward	32,164	500,000	532,164
Carried forward	23,835	675,000	698,835

Ownership of the Glusburn Institute building was transferred to the charity on 1st February 2012. The current valuation of £0.5m is as recorded with the Land Registry at the time of the transfer. The trustees consider this remains a fair estimate of the current value of the building.

8 Stock		2020	2019
		£	£
Bar stock		990	818
	Total	990	818
9 Debtors and prepayments  Amounts falling due within one year		2020 £	2019
Trade debtors		5,689	6,882
Grants receivable		35,354	-
Prepayments and accrued income		3,347	4,710
	•	44,390	11,592
	•		

#### 10 Cash at bank and in hand

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Current bank account	19,951	3,896	23,847	17,104
Deposit account	-	-	-	27,000
Cash in hand and petty cash	1,370	-	1,370	2,414
	21,321	3,896	25,217	46,518

#### 11 Creditors and accruals

	2020	2019
Amounts falling due within one year	£	£
Trade creditors	3,614	4,684
Capital project creditors	33,372	-
Retentions payable	3,601	-
Accruals and deferred income	1,075	880
	41,662	5,564

#### 12 Analysis of funds

#### 12.1 Restricted income funds held

#### Glusburn Institute building

Funds representing the net book value of the Glusburn Institute.

#### **Building project**

During the year the charity completed a project to instal a new 13 person lift and seven toilets and carry out other alterations. This project utilised grants from the following sources and on completion amounts totalling £175,000 were transferred as additions to the net book value of the Glusburn Institute as the estimated increase in value as a result of these works.

	Funds
Glusburn & Cross Hills Parish Council	10,000
Garfield Weston	20,388
Bernard Sunley	10,000
Big Lottery Community Fund	134,854
General funds	11,443
	186,685

### Community

Donation from Emmott and Bradley principally to support the bowls club

#### **Drake Lane**

To be utilised for IT

# 12.2 Movement of major funds 2020

	Balance b/fwd £	Incoming resources	Outgoing resources	Transfers £	Balance c/fwd £
Unrestricted Funds					
General funds	65,327	80,354	83,845	(11,443)	50,393
Restricted Funds					
Glusburn Institute	500,000	-	-	175,000	675,000
Building project	20,000	155,242	11,685	(163,557)	-
Donation - Community	201	2,000	1,824	-	377
Drake Lane	-	2,000	-	-	2,000
-	520,201	159,242	13,509	11,443	677,377
Total Funds	585,528	239,596	97,354		727,770
2019					
	Balance	Incoming	Outgoing		Balance
	b/fwd	resources	resources	Transfers	c/fwd
	£	£	£	£	£
Unrestricted Funds					
General funds	60,404	99,770	94,847	-	65,327
-	60,404	99,770	94,847	-	65,327
Restricted Funds					
Glusburn Institute	500,000	-	-	-	500,000
Glusburn & Cross Hills PC	-	9,000	9,000	-	-
Garfield Weston	-	20,000	-	-	20,000
NYCC Sustainable Comms	14	-	14	-	-
Donation - Community	1,086	704	1,589	-	201
Donation - Cinema	4,600		4,600		-
-	505,700	29,704	15,203		520,201
Total Funds	566,104	129,474	110,050		585,528

#### 12.3 Transfers between funds

As stated in note 12.1 above, transfers relate to the general funds utilised in the lift, toilets and improvements project and consequent increase in value of the building.

#### 13 Net assets between funds

Balances at 31st March 2020	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Fixed assets	23,835	675,000	698,835
Current assets	31,427	39,170	70,597
Current liabilities	(4,869)	(36,793)	(41,662)
	50,393	677,377	727,770
	Unrestricted	Restricted	Total
	Funds	Funds	2019
Balances at 31st March 2019	£	£	£
Fixed assets	32,164	500,000	532,164
Current assets	38,727	20,201	58,928
Current liabilities	(5,564)	=	(5,564)
	65,327	520,201	585,528