

# Haydon Bridge and Haydon Parish Development Trust

(A Registered Charity and company limited by guarantee)

## **Annual Report and Financial Statements**

**for the Period from 1 April 2022 to 31 March 2023**

**Registered Office**

Haydon Bridge Library  
Church Street  
Haydon Bridge  
Hexham  
Northumberland  
NE47 6JQ

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## Reference and Administrative Details

### Charity Name:

Haydon Bridge and Haydon Parish Development Trust

### Status

Company limited by Guarantee & Registered Charity

### Registered Office

Haydon Bridge Library  
Church Street  
Haydon Bridge  
Hexham  
Northumberland  
NE47 6JQ

### Trustees

Mrs E Charlton, Parish Councillor (till December 2022)

Judge E J Faulks, Parish Councillor, Treasurer

P E Fletcher, Company Secretary

Ian Foster

S M I'Anson, Chair

Mrs C J Minto

WM Rutherford, Vice-Chair

H Swaddle

Ms S Stephenson (Co-opted)

Ms Christina Taylor (Co-opted)

P Hartley (Co-opted)

The Very Reverend Michael Sadgrove, Dean Emeritus of Durham (Co-opted)

### Secretary

Peter Fletcher

## Trustees' Report 2022-2023

The Trustees, who are also the Directors of the Haydon Bridge and Haydon Parish Development Trust ("the Charity") for the purposes of the Companies Act 2006, present their report with the financial statements of the Charity for the year ending 31<sup>st</sup> March 2023.

### History

The Haydon Bridge and Haydon Parish Development Trust was established by the Haydon Parish Council to take forward the actions identified in the Haydon Parish Plan 2008-2020. The Development Trust was set up as an unincorporated body at an inaugural meeting on 19<sup>th</sup> November 2008. It was registered as a company limited by guarantee (No. 6858135) on 25<sup>th</sup> March 2009. It was registered as a Charity (No. 1135248) on 26<sup>th</sup> March 2010.

### Public Benefit

The Charity's aims and achievements are set out within this report and have been undertaken to further its charitable purposes for the benefit of the public. The Trustees have complied with their duty under Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission for England and Wales and the Trustees have considered this guidance in deciding what activities the Charity should undertake.

### Objects

The objects of the Company and Charity are the promotion for the benefit of the public of urban and rural regeneration in areas of social and economic deprivation and in particular in Haydon Bridge and Haydon Parish, in the County of Northumberland ("the area of benefit") by all or any of the following means:

- (a) the relief of financial hardship;
- (b) the advancement of education, training or retraining, particularly among unemployed people, and providing unemployed people with work experience;
- (c) the provision of recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, have need of such facilities;
- (d) the maintenance, improvement or provision of public amenities;
- (e) the preservation of buildings or sites of historical or architectural importance;
- (f) the protection or conservation of the environment in particular, but not exclusively by advancing education in issues relating to climate change and environmental issues including the production of energy from renewable resources
- (g) such other means as may from time to time be determined subject to the prior written consent of the Charity Commissioners for England and Wales.

### Structure, Governance and Management

As at 31<sup>st</sup> March 2023 the Trust had eleven Directors on the Management Board. The Management Board held five meetings during the 2022-23 financial year. The Management Board is responsible for the governance of the Trust, which has no paid staff. The Directors, who are all volunteers, are supported by around 20 volunteers who run the community library service and other services.

During the financial year the Directors reviewed financial controls and adopted a number of new or revised policies **do we need to say more?**. To address openness Board minutes are published on the Haydon Bridge website, together with privacy notices and policy.

### Report on Activities

As a community library, The Bridge provides a full service as part of the County Council Library Service. However, The library, and visitor information point which sits in the foyer of the library building, remained closed throughout the 2021-22 financial year due both to government guidance on Covid19 and the fact that

our volunteers were mostly shielding. However, they re-opened in stages during 2022-23 and by 31 March 2023 was open for 5 half day sessions a week.

As with almost all public libraries, usage has dropped as a result of the Covid19 pandemic. However, a number of new initiatives are being planned for 2023-24. **Ian, can we please have library usage and visitor figures for 2022-23).**

The Development Trust was greatly saddened by the death in winter 2022 of Eileen Charlton, the Co-ordinator of the library volunteers since the building was re-opened in 2009. Eileen was also the Vice Chair of the Parish Council. Eileen was very committed to the development and running of a successful community library and her death was a huge loss for the Development Trust and the wider parish. The library volunteers and Development Trust Directors are all committed to build on Eileen's legacy and develop the library and related services into the future. Regular meetings are being held with the library leaders, with support from the county council library service. New services and activities are being developed such as a knit and natter group, a lego group, and children's reading groups.

A further impact of the pandemic was the cancellation in 2020 and 2021 of the charity's main annual fundraising event, the Haydon Hundred Cyclo-Sportive which is normally held on the second Saturday in June, offering three routes of 60, 100 and 140 kilometres. After a lot of planning and due diligence the event was held once more in June 2022. The event was a great success with excellent feedback from riders. There were 182 entries, down on earlier years because of understandable caution over Covid19.

Other local activities that the Development Trust supports, such as the Friday luncheon club, also began again during the year following the lifting of the Covid19 restrictions.

The website is actively used, ([www.haydon-bridge.co.uk](http://www.haydon-bridge.co.uk)), and walks, cycling and local visitor information leaflets are available. For 2022-23 the website had xx users and xx sessions including repeat users. xx% of users came from the UK. The majority of page views were again for food and accommodation details. **Henry, could you please provide updated figures for 22-23**

The website has provided valuable support for users during the Covid19 pandemic with links to sources of county area infection statistics, guidance on restrictions, revised local Health Centre services and volunteer assistance helpers. For those who became new to claiming Universal Credit, links were installed to guidance on this. The site was also updated to provide compliance with current GDPR and Accessibility requirements. Monitoring is being undertaken to continuously improve site page construction format and there is accessibility guidance for users with disabilities as required by legislation. The Information Commissioner's Office has also been informed that, as a not for profit small charity, the HBDT is exempt from data protection fee payment. **Henry, should we update this para?**

Over the past three years Haydon Parish Council has been developing a Neighbourhood Plan and progress and all key reports and documents have been disseminated via the website. The Haydon Parish Neighbourhood Plan 2022-36 was approved by Northumberland County Council in September 2022. A number of Development Trust Directors were actively involved in the Development of the Plan and during the 0221-22 financial year four other members of the Neighbourhood Plan Steering Group were Co-opted as Directors of the Development Trust. **Can we check whether they are still Co-opted or now full long-term directors. I think the latter so I can then take the Co-option label on page 3 out**

In addition to new local Planning Policies, the Neighbourhood Plan includes a number of community led actions, and the Development Trust has agreed to take the lead on a number of these. Positive action so far has been achieved through: a new community gardening group; initiatives around habitat creation including tree planting; forest school activities for young people; new EV charging points; planning of new cycle racks in the village; a community energy survey; work with a new provider to bring high speed broadband to the community; a footpaths initiative and work to create a new cycle route to Hexham **please add to and improve this**

A key goal of the Board of Directors of the Development Trust is to ensure financial sustainability. Good financial management together with the support of the Parish Council's annual grant to cover the cost of rent on the library building, as well as income from the Haydon Hundred and charitable sales of books and other items ensure a stable financial position for the Development Trust..

Overall, we thank many of our existing volunteers for staying with us during this challenging period and have welcomed a number of new volunteers joining us following the re-opening of the library.

Approved by the Board and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'S.M. I'Anson', written in a cursive style.

S.M. I'Anson, Chairman

Date: xx xx 2023

## **Responsibilities of Trustees**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts.

Total income for the year 2022-2023 was less than £25,000 and accordingly the trustees consider that neither an audit nor an independent examination is required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act).

**Statement of Financial Activities (including Income and Expenditure Account)  
for the Period Ended 31st March 2023**

**Statement of Financial Activities**

		Unrestricted Funds £	Restricted Funds £	Total Funds to 31st March 2023 £	Total Funds to 31st March 2022
<b>Incoming Resources</b>					
Voluntary Income	2	2,404.42	7,969.57	10,373.99	9,390.81
Grant Income	2	4,832.42	7,969.57	4,832.42	4,602.96
Total Incoming Resources		<u>7,236.84</u>	<u>7,969.57</u>	<u>15,206.41</u>	<u>13,993.77</u>
<b>Resources Expended</b>					
Charitable Activities	3	10,825.20	6,995.79	17,820.99	15,775.74
Governance costs	3	73.00	6,995.79	73.00	15,775.74
Total Resources Expended		<u>10,898.20</u>	<u>6,995.79</u>	<u>17,893.99</u>	<u>15,775.74</u>
<b>Net Incoming/(Outgoing) resources before Transfers</b>		(3,661.36)	973.78	(2,687.58)	(1,781.97)
<b>Transfers</b>					
Transfer Balance from Village Fund	11	89.30	(89.30)		
Transfer Balance from Haydon Hundred Fund	11	943.82	(943.82)		
<b>Net movement in funds for the year</b>		<u>(2,628.24)</u>	<u>(59.34)</u>	<u>(2,687.58)</u>	<u>(1,781.97)</u>
<b>Net funds brought forward</b>		36,858.90	9,557.67	46,416.57	48,198.54
<b>Net funds carried forward</b>		34,230.66	9,498.33	43,728.99	46,416.57



## Balance Sheet as at 31<sup>st</sup> March 2023

			2023	2022
	Note	£	£	£
<b>Fixed Assets</b>				
Tangible Assets	6		18,856.87	21,524.72
<b>Current Assets</b>				
Cash at Bank & in hand			24,222.12	24,241.85
Debtors      Other Debtors	7	650.00		650.00
Total Current Assets			24,872.12	24,891.85
<b>Current Liabilities</b>				
Creditors: Amounts falling due within 1 year	8			
<b>Net Current Assets</b>			24,872.12	24,891.85
<b>Total Net Assets</b>			43,728.99	46,416.57
<b>Funds of the Charity</b>				
<b>Restricted Funds</b>				
Flood Relief	11	4,655.80		4,655.80
Lunch Club	11	3,267.47		2,783.06
Village Fund	11	37.99		589.41
Haydon Hundred	11	1,537.07		1,529.40
<b>Total Restricted Funds</b>			9,498.33	9,557.67
<b>Unrestricted Funds</b>			34,230.66	36,858.90
<b>Total Charity Funds</b>	12		43,728.99	46,416.57

The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

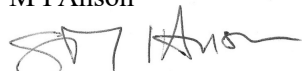
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

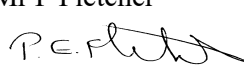
Approved by the Board and signed on its behalf by:

M I'Anson



Chairman

Mr P Fletcher



Company Secretary

Date:

Date:

## Notes to the Financial Statements for the Period Ended 31<sup>st</sup> March 2023

### 1 Accounting policies

#### **Basis of preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16<sup>th</sup> July 2014.

#### **Going Concern**

The Charity has financial reserves held in cash. At the Balance Sheet date the Charity had £24,222 of which £14,724 was unrestricted. As a consequence, the Trustees believe that the Charity is well placed to manage its business risks successfully. After making enquiries the Trustees have a reasonable expectation that the Charity will have adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing these financial statements.

#### **Fund accounting policy**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 11.

#### **Incoming resources**

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

#### **Resources expended**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

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

#### **Governance costs**

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

#### **Fixed assets**

Individual fixed assets costing £500 or more are initially recorded at cost.

#### **Depreciation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment	25% straight line basis
Land	No depreciation
Buildings	over 20 years

Assets are not depreciated until they are brought in use.

## Notes to the Financial Statements for the Period Ended 31<sup>st</sup> March 2023

### 2 Voluntary Income

	Unrestricted Funds	Restricted Funds	Total Funds 1st April 2022 to 31st March 2023	Total Funds 1st April 2021 to 31st March 2022
	£	£	£	£
<b>Voluntary Income</b>				
Donations & Appeals	1,120.99	881.46	2,002.45	1,514.47
Earned Income	1,283.43	7,088.11	8,371.54	7,876.34
	<u>2,404.42</u>	<u>7,969.57</u>	<u>10,373.99</u>	<u>9,390.81</u>
<b>Grant Income</b>				
UK Govt				
Grants - Other Agencies	4,832.42		4,832.42	4,602.96
	<u>4,832.42</u>		<u>4,832.42</u>	<u>4,602.96</u>
	<u>7,236.84</u>	<u>7,969.57</u>	<u>15,206.41</u>	<u>13,993.77</u>

### 3 Total Resources Expended

	Charitable £	Governance £	Total 2023 £	2022 £
<b>Direct Costs</b>				
Sundry & other costs	2,667.85	73.00	2,740.85	2,667.85
Establishment Costs	7,126.67		7,126.67	7,316.68
Repairs & Maintenance	149.99		149.99	600.00
Office Expenses	420.91		420.91	520.78
Computer & Website	290.50		290.50	25.00
Consumables	119.28		119.28	
Publicity	50.00		50.00	300.00
Restricted expenditure	6,995.79		6,995.79	4,345.43
	<u>17,820.99</u>	<u>73.00</u>	<u>17,893.99</u>	<u>15,775.74</u>

### 4 Trustees' remuneration and expenses

No trustees received any remuneration or expenses during the year.

### 5 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

### 6 Tangible Fixed Assets

	Short Leasehold and other Interests in Land & Buildings	Fixtures, Fittings and Equipment	Total
	£	£	£
Costs as at 1st April	53,357.01	12,870.23	66,227.24
Additions			
Costs as at 31st March	<u>53,357.01</u>	<u>12,870.23</u>	<u>66,227.24</u>
Depreciation as at 1st April	31,832.29	12,870.23	44,702.52
Charge for the year	2,667.85		2,667.85
Depreciation as at 31st March	<u>34,500.14</u>	<u>12,870.23</u>	<u>47,370.37</u>
<b>Net Book value as at 31st March 2022</b>	<u>18,856.87</u>		<u>18,856.87</u>

## Notes to the Financial Statements for the Period Ended 31<sup>st</sup> March 2022

### 7 Debtors

	<u>31<sup>st</sup> March 2022</u>	<u>31<sup>st</sup> March 2022</u>
	£	£
Other Debtors	650	650

Other debtors represents a deposit paid which is repayable on demand

### 8 Creditors

	<u>31<sup>st</sup> March 2022</u>	<u>31<sup>st</sup> March 2022</u>
	£	£
Amounts falling due within one year	0.00	0.00
	<u>0.00</u>	<u>0.00</u>

### 9 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

### 10 Related parties

**Controlling entity:** The charity is controlled by the trustees who are all directors of the company.

### 11 Analysis of Funds

	<b>b/f from 31st March 2022</b>	<b>Incoming Resources</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>As at 31st March 2023</b>
	£	£	£	£	£
<b>General funds</b>					
Unrestricted income funds	36,858.90	7,236.84	(10,898.20)	1,033.12	34,230.66
<b>Restricted funds</b>					
Flood Relief	4,655.80				4,655.80
Lunch Club	2,783.06	2,255.11	(1,770.70)		3,267.47
Village Fund	589.41	881.46	(1,343.58)	(89.30)	127.29
Haydon Hundred	1,529.40	4,833.00	(3,881.51)	(943.82)	1,447.77
	<u>9,557.67</u>	<u>7,969.57</u>	<u>(6,995.79)</u>	<u>(1,033.12)</u>	<u>9,498.33</u>
	<u>46,416.57</u>	<u>15,206.41</u>	<u>(17,893.99)</u>		<u>43,728.99</u>

### 12 Net Assets by Fund

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds at 31st March 2023</b>
	£	£	£
Tangible Assets	18,856.87		18,856.87
Current Assets	15,373.79	9,498.33	24,872.12
Creditors: Amounts falling due within one year	-		-
<b>Net Assets</b>	<u>34,230.66</u>	<u>9,498.33</u>	<u>43,728.99</u>