

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 2023 to 31 March 2024

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

Jo Bates

Esmond Faulks, Parish Councillor, Treasurer

Peter Fletcher, Company Secretary

Ian Foster

Phil Hartley

Mark I'Anson, Chair

Kate Minto

Will Rutherford, Vice-Chair

Michael Sadgrove

Siobhan Stephenson

Henry Swaddle

Christina Taylor

Joanna Thompson

Secretary

Peter Fletcher

Trustees' Report 2023-2024

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 31st March 2024.

History

The Haydon Bridge and Haydon Parish Development Trust was established by the Haydon Parish Council to take forward the actions identified in the 2008-2020 Haydon Parish Plan. The Development Trust was set up as an unincorporated body at an inaugural meeting on 19th November 2008. It was registered as a company limited by guarantee (No. 6858135) on 25th March 2009. It was registered as a Charity (No. 1135248) on 26th 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 31st March 2024 the Trust had thirteen Directors on the Management Board. The Management Board held four meetings during the 2023-24 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 30 volunteers who run the community library service, and other services such as the luncheon club and gardening group.

During the financial year the Directors reviewed financial controls and adopted a number of new or revised policies. 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. The library, and visitor information point which sits in the foyer of the library building, has been open for 5 half day sessions a week, until the end of 2023 when one of the teams retired after 14 years of service. A new team is in the process of being recruited.

As with almost all public libraries, usage dropped as a result of the Covid19 pandemic. However, a number of new initiatives – for example a lego group and a knit and natter group - were introduced during 2023-24 with the aim of boosting usage. There were 2010 library users during the financial year (up from 1163 in 22-23).

The Bridge also operates a Visitor Information Centre during opening times. There were 445 visitors who used this service at The Bridge during the financial year, which is slightly lower than the figure of 552 for 22-23.

Following the sad and untimely death in January 2023 of the Development Trust Director who had acted as Co-ordinator for the library service since its re-opening in 2010, a key objective during the financial year has been to ensure that the service continued to operate without interruption, which it has done. Regular meetings have been held by the library team leaders and a small team of Development Trust Directors, with support from the county council library service. As a result the Development Trust has been able to ensure continuity of service to the public.

The library building was refurbished in 2010 when the Development Trust took over the responsibility from the County Council to run the library service. After running the service for 13 years it had become clear that there were ways the building's functionality could be improved. A key part of moving the service forward therefore has been a review of how to create more flexible space for community use. A grant was secured in December 2023 from the Community Foundation that has enabled the creation of a local history and archive area, together with dedicated space for local craft businesses to display their goods, as well as opening up the main floor area.

Other local activities that the Development Trust supports, such as the Friday luncheon club, and the gardening group have continued to flourish.

The charity's main annual fundraising event, the Haydon Hundred Cyclo-Sportive was held on the second Saturday in June 2023, offering three routes of 60, 100 and 140 kilometres. The event was a great success with excellent feedback from riders. There were 226 entries, up from 182 the previous year. After costs over £3000 was raised towards the running costs of the library.

The website remains actively used, (www.haydon-bridge.co.uk), and walks, cycling and local visitor information leaflets are available online here. For 2023-24 the website had 2,494 users and 3,046 sessions including repeat users; 74% of users came from the UK. These figures only cover around 75% of the year following early problems with the analytics software used and are thus a reduction compared to previous year's expectations. The majority of searches were for food and accommodation, visitor information and the Nature Club's programme details. In January 2024 our web services provider Sutton Design gave notice of closing the business. HBDT successfully opened its own hosting provision account with 123-Reg and complete control of the site was transferred accordingly. A complete redesign of the website is being planned primarily because the CMS Contribute software used is no longer supported by Adobe and the website appearance is becoming dated. It is hoped that other village websites will also be transferred to this account.

The website continues to be monitored to provide compliance with current GDPR and Accessibility requirements. Accessibility guidance for users with disabilities remains available. The Information Commissioner's Office is aware that, as a not for profit small charity, HBDT is exempt from data protection fee payments. The site continues to be used to encourage uptake of the Parish Council's successful campaign for the installation of 1 GB FTTP broadband and VOIP telephone installation for residents with contractors WeFibre. WeFibre have also provided The Bridge library with a complimentary community FTTP connection. VOIP telephone has been provided and this represents a considerable cost reduction over the previous provider's service.

The Community Oil Group continues to use the website to promote facilities for residents' ordering requirements.

Haydon Parish Council has developed a Neighbourhood Plan 2022-36, which was approved by Northumberland County Council in September 2022. All plan documents are available on the parish website or the planning section of the Northumberland County Council website.

The Development Trust has been leading on a number of the Community Actions set out in the plan. Positive action so far has been achieved through:

- New or upgraded flower beds in the village, including at the railway station
- Initiatives around habitat creation including tree planting
- A partnership with the Nurture Project, which is a Community Interest Company that has been working with volunteers from the community to develop land next to the football fields into a community garden, including forest school activities for young people
- New EV charging points
- New cycle racks in different parts of the village
- Following up the Community Energy Survey by working with partners to secure funding for a feasibility study for a renewable energy District heating System for the village, being undertaken by Reheat;
- New high speed broadband via Wefibre
- A footpaths initiative; and
- Work to create a new cycle route to Hexham.

Other initiatives relating to the Neighbourhood Plan are also underway, including working with the county council and a local developer to explore the potential of developing Community Led Housing to provide affordable housing for rent for local people.

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:



S.M. I'Anson, Chairman

Date: 18 July 2024

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 2023-2024 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 2024**

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds to 31st March 2024 £ | Total Funds to 31st March 2023 £ |
|---|------|----------------------------|--------------------------|--|--|
| Incoming Resources | | | | | |
| Voluntary Income | 2 | 2,656.99 | 12,961.88 | 15,618.87 | 10,373.99 |
| Grant Income | 2 | 7,893.79 | | 7,893.79 | 4,832.42 |
| Total Incoming Resources | | <u>10,550.78</u> | <u>12,961.88</u> | <u>23,512.66</u> | <u>15,206.41</u> |
| Resources Expended | | | | | |
| Charitable Activities | 3 | 15,855.11 | 8,624.27 | 24,479.38 | 17,820.99 |
| Governance costs | 3 | 33.00 | | 33.00 | 73.00 |
| Total Resources Expended | | <u>15,888.11</u> | <u>8,624.27</u> | <u>24,512.38</u> | <u>17,893.99</u> |
| Net Incoming/(Outgoing) resources before Transfers | | (5,337.33) | 4,337.61 | (999.72) | (2,687.58) |
| Transfers | | | | | |
| Transfer Balance from Haydon Hundred Fund | 11 | 3,047.49 | (3,047.49) | | |
| Net movement in funds for the year | | <u>(2,289.84)</u> | <u>1,290.12</u> | <u>(999.72)</u> | <u>(2,687.58)</u> |
| Net funds brought forward | | 34,230.66 | 9,498.33 | 43,728.99 | 46,416.57 |
| Net funds carried forward | | 31,940.82 | 10,788.45 | 42,729.27 | 43,728.99 |

Balance Sheet as at 31st March 2024

| | | | 2024 | 2023 |
|--|------|-----------|---------------|-----------|
| | Note | £ | £ | £ |
| Fixed Assets | | | | |
| Tangible Assets | 6 | | 16,189.02 | 18,856.87 |
| Current Assets | | | | |
| Cash at Bank & in hand | | 26,134.55 | | 24,222.12 |
| Debtors | 7 | 650.00 | | 650.00 |
| | | | Other Debtors | |
| Total Current Assets | | | 26,784.55 | 24,872.12 |
| Current Liabilities | | | | |
| Creditors: Amounts falling due within 1 year | 8 | | 254.30 | |
| Net Current Assets | | | 26,530.25 | 24,872.12 |
| Total Net Assets | | | 42,719.27 | 43,728.99 |
| Funds of the Charity | | | | |
| Restricted Funds | | | | |
| Flood Relief | 11 | 4,655.80 | | 4,655.80 |
| Lunch Club | 11 | 4,709.83 | | 3,267.47 |
| Village Fund | 11 | 55.82 | | 37.99 |
| Haydon Hundred | 11 | 1,367.00 | | 1,537.07 |
| Total Restricted Funds | | | 10,788.45 | 9,498.33 |
| Unrestricted Funds | | | 31,930.82 | 34,230.66 |
| Total Charity Funds | 12 | | 42,719.27 | 43,728.99 |

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

Date: 18 July 2024

Mr P Fletcher



Company Secretary

Date: 18 July 2024

Notes to the Financial Statements for the Period Ended 31st March 2024

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 16th July 2014.

Going Concern

The Charity has financial reserves held in cash. At the Balance Sheet date the Charity had £26,134.55 of which £15,346 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 31st March 2024

2 Voluntary Income

| | Unrestricted Funds | Restricted Funds | Total Funds 1st April 2023 to 31st March 2024 | Total Funds 1st April 2022 to 31st March 2023 |
|-------------------------|-----------------------|---------------------|---|---|
| | £ | £ | £ | £ |
| Voluntary Income | | | | |
| Donations & Appeals | 264.49 | 3,593.32 | 3,857.81 | 2,002.45 |
| Earned Income | 2,392.50 | 9,368.56 | 11,761.06 | 8,371.54 |
| | <u>2,656.99</u> | <u>12,961.88</u> | <u>15,618.87</u> | <u>10,373.99</u> |
| Grant Income | | | | |
| UK Govt | | | | |
| Grants - Other Agencies | 7,893.79 | | 7,893.79 | 4,832.42 |
| | <u>7,893.79</u> | | <u>7,893.79</u> | <u>4,832.42</u> |
| | <u>10,550.78</u> | <u>12,961.88</u> | <u>23,512.66</u> | <u>15,206.41</u> |

3 Total Resources Expended

| | Charitable £ | Governance £ | Total 2024 £ | 2023 £ |
|------------------------|------------------|-----------------|------------------|------------------|
| Direct Costs | | | | |
| Sundry & other costs | 2,922.15 | 33.00 | 2,955.15 | 2,740.85 |
| Establishment Costs | 6,171.99 | | 6,171.99 | 7,126.67 |
| Repairs & Maintenance | 5,651.92 | | 5,651.92 | 149.99 |
| Office Expenses | 762.30 | | 762.30 | 420.91 |
| Computer & Website | 82.46 | | 82.46 | 290.50 |
| Consumables | 164.29 | | 164.29 | 119.28 |
| Publicity | 100.00 | | 100.00 | 50.00 |
| Restricted expenditure | 8,624.27 | | 8,624.27 | 6,995.79 |
| | <u>24,479.38</u> | <u>33.00</u> | <u>24,512.38</u> | <u>17,893.99</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 | 34,500.14 | 12,870.23 | 47,370.37 |
| Charge for the year | 2,667.85 | | 2,667.85 |
| Depreciation as at 31st March | <u>37,167.99</u> | <u>12,870.23</u> | <u>50,038.22</u> |
| Net Book value at 31st March 2024 | <u>16,189.02</u> | <u></u> | <u>16,189.02</u> |

Notes to the Financial Statements for the Period Ended 31st March 2024

7 Debtors

| | 31 st March 2024 | 31 st March 2023 |
|---------------|-----------------------------|-----------------------------|
| | £ | £ |
| Other Debtors | 650 | 650 |

Other debtors represents a deposit paid which is repayable on demand

8 Creditors

| | 31 st March 2024 | 31 st March 2023 |
|-------------------------------------|-----------------------------|-----------------------------|
| | £ | £ |
| Amounts falling due within one year | 254.30 | 0.00 |
| | 254.30 | 0.00 |

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/f from 31st March 2023 | Incoming Resources | Resources expended | Transfers | As at 31st March 2024 |
|---------------------------|--------------------------------|-----------------------|-----------------------|------------|-----------------------------|
| | £ | £ | £ | £ | £ |
| General funds | | | | | |
| Unrestricted income funds | 34,230.66 | 10,550.78 | (15,888.11) | 3,047.49 | 31,940.82 |
| Restricted funds | | | | | |
| Flood Relief | 4,655.80 | | | | 4,655.80 |
| Lunch Club | 3,267.47 | 3,394.56 | (1,952.20) | | 4,709.83 |
| Village Fund | 37.99 | 3,593.32 | (3,575.49) | | 55.82 |
| Haydon Hundred | 1,537.07 | 5,974.00 | (3,096.58) | (3,047.49) | 1,367.00 |
| | 9,498.33 | 12,961.88 | (8,624.27) | (3,047.49) | 10,788.45 |
| | 43,728.99 | 23,512.66 | (24,512.38) | | 42,729.27 |

12 Net Assets by Fund

| | Unrestricted Funds | Restricted Funds | Total Funds at 31st March 2024 |
|---|-----------------------|---------------------|-----------------------------------|
| | £ | £ | £ |
| Tangible Assets | 16,189.02 | | 16,189.02 |
| Current Assets | 15,487.50 | 10,788.45 | 26,530.25 |
| Creditors: Amounts falling due within one year | 254.30 | | - |
| Net Assets | 31,930.82 | 10,788.45 | 42,719.27 |