

Company Registration Number: 04481253

Charity Registration Number: 1098666

The Mashamshire Community Office

(A company limited by guarantee)

Annual Report and Financial Statements

For the Year Ended 31 March 2025



MASHAMSHIRE
COMMUNITY OFFICE

Heart & Hub of Mashamshire

The Mashamshire Community Office

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The Mashamshire Community Office

Reference and Administrative Details

Trustees	T D I Klemz (Chairman) (Appointed 19 July 2006) P F Theakston (Resigned 5 November 2024) S J Briggs (Resigned 17 April 2025) P Keigwin (Resigned 5 November 2024) J Fuller (Appointed 22 July 2014) S Palin (Treasurer) (Appointed 11 November 2015) G Pearson (Appointed 11 July 2019) M-C Brummel (Resigned 8 January 2025) H Wade (Resigned 9 July 2024) R Horsell (Appointed 17 July 2025) J Brooksbank (Appointed 19 September 2024) K Marshall (Appointed 16 May 2024)
Company Secretary	H E Jackson (Appointed 11 July 2019)
Principal Office	7 Little Market Place Masham Ripon North Yorkshire HG4 4DY
Registered Office	7 Little Market Place Masham Ripon North Yorkshire HG4 4DY
Company Reg No.	4481253
Charity Reg No.	1098666
Independent Examiner	T P Jones & Co LLP First Floor 23 Victoria Avenue Harrogate North Yorkshire HG1 5RD

The Mashamshire Community Office

Structure, Governance and Management

Governing Document

The Mashamshire Community Office is a Company limited by guarantee governed by its Memorandum and Articles of Association dated 20 May 2002. It is registered as a Charity with the Charity Commission. Members undertake to contribute £10 to the Company's assets should it be wound up.

Appointment of Trustees

The Trustees are appointed by the members in accordance with the terms of the Company's Articles of Association. One third of the Trustees automatically retire at each Annual General Meeting and are available for reappointment if they so wish.

Trustee Qualification

Trustees are chosen from individuals with appropriate experience and who possess a good knowledge of the areas of support covered by the Charity's objectives.

Organisation

The Board of Trustees, which shall not be less than two members, administers the Charity. The Board of Trustees meet at least 6 times per year and hold an annual AGM. A steering group meets monthly to progress initiatives and a manager is appointed by the Trustees to manage the day-to-day operations of the Charity.

The Mashamshire Community Office Trustees' Report 2024-2025

MCO Achievements and Performance

Mashamshire Community Office continue to be the go-to place for support, information and services during 2024-2025 and have increased the number of residents, businesses and visitors we've supported this year having invested in both physical infrastructure, technology and our people to enable this, recruiting to a part-time fixed term post of Organisational Support Officer and taking on a University of York Intern over the summer of 2024.

Our volunteer workforce has increased by 43% with 73 volunteers giving almost 10,000 hours this past year alone, including 2 Duke of Edinburgh students. Our 3.2 FTE employed staff and volunteers at MCO have supported almost 100 community groups, over 120 businesses and responded to almost 7,000 visitor enquiries and 5,500 resident enquiries during this time.

We implemented recommendations from a decarbonisation report including installing new double-glazed windows, 10 solar panels and an automatic door making the building more accessible. Our team are more efficient and responsive now that IT equipment has been updated and an electronic till has been introduced. Improved electronic data collection methods also allow the leadership team to more accurately review the impact of our services and support, tailor our offer and help evidence our effectiveness.

Our 12-year-old website has been updated and split into two separate sites to better serve our audiences; one focussing on visitors (www.visitmasham.com), promoting the area, things to do and tourism offer with the other providing a platform for residents to access relevant information and share news and events (www.mashamcommunity.org). The new websites have been developed concurrently alongside our marketing and communications strategy to increase, improve and deepen our engagement, widen our reach and improve digital inclusion and connectedness. We also significantly developed our digital support programme this year, recruiting and training digital volunteers to support people in the community and at home to be more confident with technology.

Between June-August 2024 we consulted with over 200 members of Mashamshire Community, reviewed existing data and aligned the needs of our community back to our charitable objectives to develop our priorities going forward. It was clear that a lack of transport is preventing people from living their best lives, so we partnered with HECK to deliver social trips and established a Transport Working Group to seek to address some of the transport needs our community face. Access to vocational and social training was highlighted as a need, as was health and wellbeing and information and support to access benefits. We have been and continue to work with local partners to improve access to this as well as upskilling our staff and volunteers and structuring our communications to maximise opportunities to share this information to signpost and provide more support.

Supporting our community; residents, groups and businesses

- In March 2025 we launched a brand new community website: www.mashamcommunity.org to showcase, promote and encourage people to access and share information about all the wonderful resources and activities that take place across Mashamshire.
- We continued to provide a safe, warm, welcoming space for residents over 300 days a year with access to information and support.
- We responded to over 5,500 local enquiries (6% increase on previous year)

- Our volunteer led community library had 169 active borrowers throughout the year, 3,324 visits and provided 5291 issues. Active borrowers are down compared with last year, however visiting numbers are slightly higher, so those that are visiting are attending more regularly. A peak in visitor numbers following our quarterly stock exchange whereby volunteers handpick new books based on their personalised knowledge of our readers preferences, continues to be successful and this was expanded to our children's stock too this year. The Summer Reading Challenge was particularly successful in Masham bucking the trend across North Yorkshire by increasing both starter and finisher numbers, signing up 41 starters with 30 finishers completing the challenge. Our volunteers have continued to provide weekly story time sessions with Acorns Preschool and also supported Masham Primary School with cataloguing hundreds of their library books this year.

New library management software was introduced in March 2024.

- In January 2025 we partnered with HECK to deliver social trips for local residents using their minibus and our volunteer drivers. We organised 3 trips for 10 residents during January-March 2025. We also established a transport working group with the aim of improving transport options for our community (including improving access to post 16 access to education).
- We continue to provide equipment hire including wheelchairs, walking sticks, data projection and screen.
- 351 jigsaws have been sold providing activities for people at home.
- Masham Strollers delivered 57 wellbeing walks with 291 attendees (an attendance increase of 20% on the previous year). This was made up of 48 short walks with 291 attendees and 9 brisk walks with 49 attendees. The walks support people to be more active, socially connected and less isolated. One of the trips in June included a visit to Lumley Moor Reservoir and an ice cream parlour.
Better Connect helped us capture the success of our activities including our walks in October 2024: <https://youtu.be/dvNOIbHPJMI>.
- MCO sold 1196 tickets for 25 different events throughout the year, and we processed 493 Masham Town Hall Bookings enabling activity and entertainment to take place locally, widening opportunities to participate in training, events, arts and culture.
- We provided two Duke of Edinburgh work placements throughout the year
"Thank you all for the support and letting me volunteer. It means a lot to me and I wouldn't have been able to do D of E without you all letting me volunteer...I really enjoyed my time here."
- We facilitated 6 training sessions upskilling 69 people across our community and businesses in First Aid Training, Dementia Awareness, Citizens Advice services and a Social Media Workshop. We also developed a programme of activities for community events such as D-Day and supported St Mary's Church with their Christmas Tree event.

- Our hub has provided physical space for 8 external organisations this year including Acorns Preschool, MIND in Harrogate, Citizens Advice, Masham Parish Council, Flock, Peacock and Verity Community Spaces, Masham Town Hall, Masham Foodshare.
- Citizens Advice delivered approx. 8 face-to-face appointments at MCO with main issues covering benefit queries including support with the application forms for PIP and Attendance Allowance. Cost of living queries including energy bill queries and issues with energy suppliers.
- We continue to provide prescription collections and update and distribute a Health and Wellbeing leaflet detailing services available across Mashamshire. A useful source of information for local agencies, community groups, volunteers, Social Prescriber, GP Surgery and churches, helping people signpost to services and support available to people with ill health or special needs and disabilities.
- Our 100-club ended the year with 153 members
- We provided meaningful volunteer roles for 73 community members
“I’ve lived here 20 odd years, and I was always at work so never able to participate in events or to do anything to help the community and how we’re free of parents and grandchildren, we’ve got time on our hands. A, it’s time to give something back, B, it’s great meeting people and just chatting and perhaps making somebody’s day if they’re lonely or looking for somebody, just a smiley face and someone who can be friendly to them...we just want to keep on doing it as long as we can. It’s a very very special community. I think that’s the thing, we’re lucky” MCO Volunteer, March 2025

Welcoming Visitors

- MCO responded to 6950 visitor enquiries
Just a quick email to say thank you very much for your recent advice and help regarding accommodation in your area. My son was relocating due to work; I spoke with (amongst others!) Judy. The practical, friendly support we received was excellent. He is now happily residing close to Masham! Many thanks again for the valuable service you provide - always with warmth and a smile!
- Our website received 56,592 hits this year (average 4,716 per month) and promoted almost 900 event listings
- Our Visit Masham Facebook page continues to grow and had 3991 followers, 12,774 visits and page reach of 106,643 as well as 7,540 interactions throughout this reporting period.
- Instagram provides an excellent platform for promoting Mashamshire to our visitors and at the end of March 2025 we had 1215 followers and 877 visits for the year.
- We produce regular promotional content for social media and our website highlighting local businesses, events and activities on offer to encourage visitors to the area.

Connecting our Community

Connecting, collaborating and providing trusted information and signposting is key to our role

- We launched two new websites in March 2025: www.visitmasham.com and www.mashamcommunity.org.
- 52 community e-newsletters were circulated to 913 local residents (with an average open rate of 59%) meaning more people are accessing information about services and support that is available to them.
- Almost 100 community groups continued to receive regular electronic updates throughout the year about collaboration, training or funding opportunities.
- MCO supported Masham Parish Council and North Yorkshire Council with local communication about Long Course Weekend (LCW) event to keep community informed free of charge. Including:
 - 11 mentions in community e-newsletter and 1 special FAQ edition
 - LCW feature on front of MCO website
 - Created local business interview footage for socials
 - Connected NYC tourism team with businesses
 - Advocated for local businesses to have a presence on NYC and LCW websites and promoted LCW's "black band" scheme
 - Fielded LCW enquiries and complaints
 - Acted as distribution centre to receive and display posters and pop ups
 - Circulated information at network meetings and via mailing lists
- A monthly visitor e-newsletter was initiated, and 6 editions were circulated to 569 individuals with a 56% open rate.
- Our community Facebook page has 1963 followers (up 11.4% from previous year), 52,603 visits, our reach is 71,224 comprising of 12,004 interactions (up 35% from the previous year), all helping to share information with the local community.
- 240 individuals received digital support (140% up on last year), totalling 157 hours of support. The team were able to provide 121 hours of support in the home too thanks to a successful Digital Inclusion project funded by North Yorkshire Council UK Shared Prosperity Fund and Rural England Prosperity Fund. MCO provide access to computers, information, WiFi, printing, laminating, support with blue badges, bus passes, passport renewals and much more. Through this project we were also purchased new tablets for Grewelthorpe Village Hall, Snape Institute and Fearby and Healey Village Hall.

I, and the rest of us here, can't thank you and your Team enough for your superb contribution to Grewelthorpe. It has been both instructive but also fun, and we were delighted to have you with us in the Café. The turnout week by week, hopefully demonstrated how much people enjoyed themselves.
- Our hard copy directory was delivered to approx. 1,700 households, promoting 100 businesses (all of whom also appear on our website) and 100 community groups, benefiting the economy and helping people access support and social activities.
- We continue to provide "Welcome Packs" for new residents, welcoming them to the community, providing information about what's on offer in Mashamshire, where and how to access support as well as "What Makes Masham Tick" leaflet to raise

awareness of MCO, the various charities, council services, leisure activities and physical infrastructure (shops, travel, Post Office etc), encouraging participation, involvement and volunteering opportunities.

- Weekly content collated and submitted to the Darlington and Stockton newspaper

Partnerships and collaboration

MCO works hard to be a catalyst, connector, enabler and advocate to help generate positive change for our community. We operate across a safe and legal framework at a grass roots level whilst also partnering and collaborating with wider stakeholders to support our community to thrive and grow. Over the past year, we have done this through our various networks:

- MCO developed a community partnership called Masham Futures, born out of a time of crisis for our organisation in 2022 when we had to raise funds to purchase the Old Police House. The partnership has developed and strengthened over the past year with 4 meetings taking place (39 attendees) and a special meeting bridging both Futures and our Masham Connections network to consult and position the partnership to successfully apply for funding to support the local economy. The partnership appointed MCO as the lead and a bid was developed in partnership to meet the needs identified through research, evidence and consultation with local businesses, groups and residents which all took place throughout 2024. We are looking forward to working closely with everyone involved to successfully deliver the Peculierly™ Masham project (funded by the Mayor's High Street Fund, York and North Yorkshire Combined Authority) from June-December 2025.
- Our Masham Connections network aims to develop a mutually supportive group of local businesses. 63 people attended 4 meetings, and electronic updates are shared with over 100 businesses throughout the year. One success as a result is the "Where to Eat" initiative improving communication between hospitality businesses and MCO making it easier for visitors and locals to find out where they can eat throughout the week: www.visitmasham.com/where-to-eat-in-masham
- We are a member of the Uredale Community Partnership and participate in the "Access to Services" and "Transport" sub-groups, continuing to champion Mashamshire specific needs
- MCO continued to support the MacMillan Community Personalised Care Project to develop community care beacons, helping to share knowledge and build relationships between community-based organisations and health teams.
- Regular attendance at Masham Parish Council meetings, regular and closer liaison with our Local Councillor, North Yorkshire Council Communities and Tourism teams.
- Thank you to the following organisations for their financial support in the form of service level agreements, grants and contracts: North Yorkshire Council, North Yorkshire Council UK Shared Prosperity Fund and Rural England Prosperity Fund, Nidderdale Plus, Masham Town Hall, Acorns Preschool, Masham Parish Council, MIND, Masham Tennis Club, Citizens Advice, Fleece and North Yorkshire Police.

- We are grateful to the following organisations for their informal collaboration: Masham Foodshare, St Marys Church, the Methodist Church, Wednesday Welcome Group, Keep Moving Masham, Masham Surgery, Day Lewis Pharmacy, Mashamshire Neighbourhood Plan Committee, Masham Sports Association, Masham GP Surgery, Living Well, MIND, Carers Resource, Horizons, Maple Creek, Masham Primary School, HECK, Citizens Advice and Warm and Well, Yorkshire Energy Doctor, HADCA, Bedale Community Minibus Service, Ripon Community House, Nidderdale Plus, CHAIN Lane, Boroughbridge Community Care, Community First Yorkshire.

Volunteers

- Our volunteers are woven through the fabric of our charity in every way and at every level. Their intricate knowledge of the local area, vast and complex connections, passion and commitment, drive MCO to deliver the best service we can for our community. Integral to our charity, this year 73 volunteers gave an astonishing 9,985 hours to MCO, that's equivalent to more than 5 full time staff. We are hugely appreciative of the time and skills given to us by our volunteers.
- New volunteers are always welcome, we are particularly looking for individuals with knowledge and experience of health and wellbeing, social media, Canva, and digital/IT skills. Volunteering has huge benefits and at MCO we pride ourselves on offering supportive and flexible volunteering opportunities. We also have the opportunity to enjoy some great days out, this year enjoying a tour of the Himalayan Gardens with a private tour from their head gardener!

MCO – Going Forward

The demands on our organisation are growing, as outlined through the consultation and wider political landscape changes with the council asking community organisations to play a bigger role in delivering more support for communities. In order to meet the needs of the organisation sustainably, taking into consideration the budget, additional demands on MCO and to better support volunteers and share information more widely, it was necessary to undergo an organisational restructure in early 2025. For a small team with passionate and invested staff and volunteers, this was extremely difficult, however our organisation is now well positioned to respond effectively to future challenges and create sustainable change for our community.

Going into 2025-2026, we plan to;

- Implement the new organisational restructure
- Deliver the Peculierly™ Masham partnership project to benefit businesses increasing footfall and local spend, instilling pride in the community and piloting the community partnership model to create opportunities for future collaboration
- Phase two of our website development to include an online shop
- Develop a costed proposal that seeks to improve access to transport for our community (including post 16 access to education) and begin implementation whilst continuing to raise awareness of the existing provision

- Develop and implement a communications plan to maximise the potential of our new websites, increasing our audiences and mailing lists to improve our reach, engagement and uptake of our support and services.
- Develop and expand our volunteer led digital support offer
- Continue to advocate for Mashamshire and explore through partnership and collaboration, opportunities to improve health inequalities and rural deprivation.

Thank you to everyone that has given their time, commitment and support to help us develop our organisation and our offering this year. With your support, we hope to achieve more for our community over the coming years.

FINANCIAL REVIEW

The Trustees have maintained funding levels to enable our charitable activities. We continue to balance income from donations, grants, and contracts with additional trading income to achieve a sustainable financial position.

Current Assets

The charitable company has total net assets of £396,810. This includes £266,317 which is the estimated value of the building which was purchased last year.

Restricted Funds

Restricted funds amount to £256,099. This is comprised of the building asset value together with currently unspent funds that are restricted to specific projects.

Unrestricted Funds

Unrestricted funds amount to £140,711.

Unrestricted funds are those funds that are received from donations and earned income and that have no specific restrictions or limitations. Trustees are free to invest these funds in anything to further our charitable objectives and strategic plans. For the period 2025 – 2027 and following community consultation, these funds have been designated as follows:

1. Implementation of an organisational restructure to create a new 'fit for purpose' staff team to enable 6 days a week office cover with two part time Information Support Officer roles. In addition, a new paid 'Volunteer Coordinator' post and a part time Marketing and Communications Officer. Total designations from unrestricted funds £35k.
2. Following the major redevelopment of the Visit Masham Website and the creation of a new Mashamshire Community website, funds are allocated to phase two of the development to include an online shop. Designated £5k.
3. Develop a costed proposal that seeks to improve access to transport for our community and begin implementation including additional part-time staff hours. Designated £15k.
4. £15K designated towards future capital purchase of an electric vehicle subject to the success of 3 above and further research regarding feasibility.

MCO Reserve Policy

In accordance with the Charity Commission guidelines the Trustees have considered the reserve needs of the charity. The Trustees' objective is for the charitable company to have reserves that are equal to at least six months budgeted expenditure. The policy of MCO is to hold reserves of £60,000 covering six months expenditure plus contractual liabilities.

Notable Changes from 2023-24

Total income was £192,595 (£283,062 in previous year)

Total expenditure was £151,463 (£104,833 in previous year)

Total funds were £396,810 (£355,678 in previous year)

TP Jones and Co LLP were appointed accountants to MCO in Q1 2025 and it was TP Jones who prepared these set of accounts.

Thanks to all of our supporters:

- Thank you to the following organisations for their financial support in the form of service level agreements, grants and contracts during this reporting period: North Yorkshire Council, North Yorkshire Council UK Shared Prosperity Fund and Rural England Prosperity Fund, Nidderdale Plus, Masham Town Hall, Acorns Preschool, Masham Parish Council, MIND, Masham Tennis Club, Citizens Advice, Fleece and North Yorkshire Police.
- A huge vote of thanks to our Volunteers without whom MCO would not exist.
- Thanks also to our Patrons, Donors, Funders, 100 Club members and all that advertise in our MATT Directory.

MCO has come a long way since its inception in 2002 and opening in July 2003 as a “single point of contact for the community and tourists”.

MCO is now a multi-faceted community, business and tourist hub, embracing the digital age and is now well placed to adapt to the ongoing changes in the wider political landscape as NYC ask community organisations to deliver more and more community support.

APPROVAL

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to the small companies order of the Trustees.

The annual report was approved by the trustees at the charity on 16th December 2025 and signed on its behalf by:

.....

Mr Tim Klemz

Chairman and Trustee

The Mashamshire Community Office

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Mashamshire Community Office for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the statement of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to|:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 16 December 2025 and signed on its behalf by:

.....
Mr Tim Klemz
Chairman and Trustee

16 December 2025

THE MASHAMSHIRE COMMUNITY OFFICE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE MASHAMSHIRE COMMUNITY OFFICE

I report to the trustees on my examination of the accounts of the above charity (the charity) for the year ended 31 March 2025 which are set out on pages 14 to 25.

Responsibilities and basis of report

As the charity's trustees (and also its directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act) and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in respect of the charity as required by section 383 of the 2006 Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Tim Jones FCCA

TP Jones and Co LLP
First Floor
23 Victoria Avenue
Harrogate
HG1 5RD

Dated: 13th October 2025

THE MASHAMSHIRE COMMUNITY OFFICE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025 INCLUDING INCOME AND EXPENDITURE ACCOUNT

	Unrestricted funds 2025 £	Restricted income funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income (Note 3)				
Income and endowments from:				
Donations and legacies	60,519	84,000	144,519	240,947
Charitable activities	12,789	-	12,789	11,998
Other trading activities	31,370	-	31,370	28,628
Investments	3,917	-	3,917	1,489
Total	108,595	84,000	192,595	283,062
Expenditure (Note 5)				
Expenditure on:				
Raising funds	4,836	-	4,836	8,562
Charitable activities	89,578	57,050	146,627	96,321
Total	94,413	57,050	151,463	104,883
Net income/(expenditure) before tax for the reporting period	14,182	26,950	41,132	178,179
Tax payable	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)	14,182	26,950	41,132	178,179
Net gains/(losses) on investments	-	-	-	-
Net income/(expenditure)	14,182	26,950	41,132	178,179
Extraordinary items	-	-	-	-
Transfers between funds	-	-	-	-
Other recognised gains/(losses):				
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-
Other gains/(losses)	-	-	-	-
Net movement in funds	14,182	26,950	41,132	178,179
Reconciliation of funds:				
Total funds brought forward	126,529	229,149	355,678	177,499
Total funds carried forward	140,711	256,099	396,810	355,678

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The funds breakdown is shown in Note 14.

THE MASHAMSHIRE COMMUNITY OFFICE

BALANCE SHEET AS AT 31 MARCH 2025

		2025	2024
		£	£
Fixed assets			
Tangible assets	(Note 9)	266,317	219,247
Total fixed assets		266,317	219,247
Current assets			
Stocks	(Note 10)	1,524	1,483
Debtors	(Note 11)	8,164	2,104
Cash at bank and in hand	(Note 12)	132,189	139,276
Total current assets		141,877	142,863
Creditors: amounts falling due within one year	(Note 13)	(11,384)	(6,432)
Net current assets/(liabilities)		130,493	136,431
Total assets less current liabilities		396,810	355,678
Creditors: amounts falling due after one year	(Note 13)	-	-
Provisions for liabilities		-	-
Total net assets		396,810	355,678
Funds of the Charity:			
Restricted income funds	(Note 14)	256,099	229,148
Unrestricted funds	(Note 14)	140,711	126,530
Total funds		396,810	355,678

The charity was entitled to exemption from audit under s477 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.

The financial statements on pages 15 to 25 were approved by the Trustees, and authorised for issue on 16th December 2025 and signed on their behalf by:

Mr Tim Klemz (Chairman and Trustee)

Date: 16th December 2025

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Charity Status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of the registered office is:

7 Little Market Place
Masham
Ripon
North Yorkshire
HG4 4DY

The principal place of business is:

7 Little Market Place
Masham
Ripon
North Yorkshire
HG4 4DY

These financial statements were authorised for issue by the trustees on 16 December 2025.

2 Accounting Policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of Compliance

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of Preparation

The Mashamshire Community Office meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Charity Status

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The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of Compliance

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of Preparation

The Mashamshire Community Office meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Exemption from Preparing a Cash Flow Statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and Endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and Legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event of that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants Receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising Funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred trading activities that raise funds.

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas or per capita, staff costs by the time spent and other costs by their usage.

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Governance Costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

Government Grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the relate costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for the UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are plied exclusively to charitable purposes.

Tangible Fixed Assets

Individual Fixed Assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and Amortisation

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:

Freehold Land & Buildings	2% straight line basis over 50 years
Fixtures, Fittings and Equipment	20% reducing balance basis

Trade Debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Trade Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities. Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund Structure

Unrestricted funds of £140,711 are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity.

Restricted income 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.

Restricted funds amount to £256,099, which are available to cover costs and depreciation associated with the purchase of the freehold of the building at the end of the lease term in 2023.

Related Parties

There are no related party transactions.

Trustees Expenses

There were no trustees' expenses.

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)

Note 3 Income

Analysis of income	Unrestricted funds 2025	Restricted income funds 2025	Total funds 2025	Total funds 2024
Donations and legacies:				
Donations, grants and fundraising	44,269		44,269	106,166
North Yorkshire Council Grants (note 4)	12,290	84,000	96,290	121,933
Masham Parish Council Donation	3,500		3,500	10,000
Gift Aid	460		460	2,848
Total	60,519	84,000	144,519	240,947
Charitable activities:				
Book and Jigsaw clubs	2,793		2,793	1,560
Commission	-44		-44	4,541
NYC library and access to services	8,154		8,154	4,171
Other	866		866	909
Rental income	1,020		1,020	816
Total	12,789		12,789	11,997
Other trading activities:				
Courses and events	770		770	
Business services	2,829		2,829	2,512
Flock Gallery	2,785		2,785	3,088
MATT advertising	8,250		8,250	6,079
Room/equipment hire	2,915		2,915	2,306
Sale of goods	6,008		6,008	6,546
Town Hall diary management	3,439		3,439	3,300
Utilities recharge	2,444		2,444	3,521
Rental income	1,875		1,875	1,125
Other	55		55	152
Total	31,370		31,370	28,629
Income from investments:				
Interest income	3,917		3,917	1,489
Total	3,917		3,917	1,489
TOTAL INCOME	108,595	84,000	192,595	283,062

Note 4 Analysis of receipts of government grants

Description	2025 £
Government grant Nidd Plus (North Yorkshire Council). Staying healthy, independent and connected	4,000
Government grant North Yorkshire Council Stronger Communities - Community Anchor Model Development	7,500
Government grant North Yorkshire Council Stronger Communities - Community Anchor Model Development	7,500
Government grant UK Shared Prosperity Fund - Rural England Prosperity Fund	65,000
Government grant North Yorkshire Council. Locality Fund	1,750
Government grant North Yorkshire Council Customer Access Point Service Delivery Arrangement	10,540
Total	96,290

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)

Note 5 Expenditure

Analysis of expenditure	Unrestricted funds 2025	Restricted income funds 2025	Total funds 2025	Total funds 2024
Expenditure on raising funds:				
Stock purchases	3,571		3,571	8,562
100 club prizes and other fundraising costs	1,265		1,265	
Total expenditure on raising funds	4,836		4,836	8,562
Expenditure on charitable activities:				
Support costs (Note 6)	84,191	51,586	135,776	89,017
Governance costs (Note 6)	5,387	5,464	10,851	7,304
Total expenditure on charitable activities	89,578	57,050	146,627	96,321
TOTAL EXPENDITURE	94,413	57,050	151,463	104,883

Note 6 Support costs:

Wages, National Insurance and staff expenses	49,425	37,373	86,798	61,174
Staff pensions	1,489		1,489	1,026
Volunteer expenses	283		283	
Staff training and welfare	180		180	100
Courses and event expenditure	608		608	421
Light and heat	3,944		3,944	7,204
Rates and water	1,398		1,398	802
Insurance	1,591		1,591	1,464
Repairs and maintenance	4,535	200	4,735	7,616
Telephone and internet	1,991		1,991	1,760
Printing, postage and stationery	2,807		2,807	3,096
IT equipment and software	10,447		10,447	
Marketing	3,012		3,012	307
General expenses	1,025		1,025	740
Restricted grant expenditure on student intern		1,416	1,416	
Website cost	90	9,936	10,026	2,032
Professional fees		2,661	2,661	
Card machine and bank charges	1,224		1,224	1,167
Bad debt written off	144		144	108
Total Support Costs	84,191	51,586	135,776	89,017
Room hire and meeting costs	1,089		1,089	
Accountancy and bookkeeping	3,545		3,545	2,383
Depreciation of property		5,464	5,464	4,435
Depreciation of fixtures, fittings and equipment	753		753	486
Total Governance Costs	5,387	5,464	10,851	7,304
	89,578	57,050	146,627	96,321

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)

Note 7 Details of certain types of expenditure

Note 7.1 Fees for examination of the accounts

	2025 £	2024 £
Independent examiner's fees	1,740	1,140
Other fees paid to the independent examiner	612	-
Total	2,352	1,140

Note 8 Paid employees

8.1 Staff Costs

	2025 £	2024 £
Salaries and wages	82,340	61,174
Social security costs	43	-
Pension costs (defined contribution scheme)	1,489	1,026
Total	83,872	62,200

8.2 Average head count in the year

	2025 Number	2024 Number
Total	7	6

Note 9 Tangible fixed assets

9.1 Cost or valuation

	Freehold land & buildings £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	221,739	15,131	236,870
Additions	51,465	1,822	53,287
Disposals	-	-	-
At end of the year	273,204	16,953	290,157

9.2 Depreciation and impairments

Basis	Straight Line	Reducing Balance
Rate	2%	20%

At beginning of the year	4,435	13,188	17,623
Disposals	-	-	-
Depreciation	5,464	753	6,217
At end of the year	9,899	13,941	23,840

9.3 Net book value

Net book value at the beginning of the year	217,304	1,943	219,247
Net book value at the end of the year	263,305	3,012	266,317

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)

Note 10 Stocks

	2025	2024
	£	£
Closing stock		
Total	1,524	1,483

Note 11 Debtors and prepayments

11.1 Analysis of debtors

	2025	2024
	£	£
Trade debtors	4,747	917
Prepayments and accrued income	3,147	1,187
Other debtors	270	-
Total	8,164	2,104

Note 12 Cash at bank and in hand

	2025	2024
	£	£
Building Society Accounts	88,356	24,547
Bank Current accounts	36,886	109,435
Bank Deposit account	6,889	5,098
Petty Cash	58	196
Total	132,189	139,276

Note 13 Creditors and accruals

13.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	2025	2024	2025	2024
	£	£	£	£
Trade creditors	4,124	3,080	-	-
Accruals	5,033	2,601	-	-
Deferred income (Note 13.2)	1,961	-	-	-
Other creditors	266	751	-	-
Total	11,384	6,432	-	-

Note 13.2 Deferred Income

Deferred income relates to income received for ticket sales for 2025/2026.

THE MASHAMSHIRE COMMUNITY OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)

Note 14 Charity funds

14.1 Details of material funds held and movements during the current reporting period

Fund names	Type	Purpose and Restrictions	Fund balances brought forward	Incoming resources	Resources expended	Transfers	Fund balances carried forward
Building fund	Restricted	Building and website	214,149	65,000	-23,050	-	256,099
NYC Locality's Funding	Restricted	Website and staffing costs	15,000	-	-15,000	-	-
Staying Healthy, Independent and connected	Restricted	Help people stay healthy and connected	-	4,000	-4,000	-	-
NYC Stronger Communities	Restricted	Organisation investment	-	15,000	-15,000	-	-
Other funds (balancing figure)	Unrestricted	N/A	126,530	108,595	-94,413	-	140,712
Total funds as per balance sheet			355,679	192,595	-151,463	-	396,810

Note 15 Analysis of net assets between funds

	Unrestricted	Restricted Funds	2025 £	2024 £
Tangible Fixed Assets	10,488	255,829	266,317	219,247
Current Assets	141,607	270	141,877	142,863
Current Liabilities	(11,384)	-	(11,384)	(6,432)
	140,711	256,099	396,810	355,678