

## **Monk Fryston and Hillam Community Association**

### **Trustees Report**

The Trustees present the annual report together with financial statements of the charity for the year ended 31 March 2020.

#### **Objectives and activities**

##### ***Objectives and aims***

The objective of the Charity is the provision and maintenance of a Community Centre for the use of residents of Monk Fryston and Hillam and the neighbourhood.

##### ***Public benefit***

The charity was established for the provision and maintenance of a Community Centre for the use of residents of Monk Fryston and Hillam and the neighbourhood.

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commissioners for England and Wales.

#### **Achievements and performance**

This is the first Trustees report for our newly established charity operating as Charitable Incorporated Organisation after we obtained the Charity Commission's permission to convert from the original charity's unincorporated status.

We successfully achieved our primary objective of continuing to provide a fully maintained and financed Community building and playground, whilst taking on the task of reviewing and establishing the governance and management practices of the newly established charity, gaining the charity Commission's permission to transfer the assets of and close the original charity whilst continuing the process of raising funds for its development.

We spent £10,000 carrying out essential maintenance work replacing the Community Centre floor. With hindsight, the awful weather which prevented us from spending the balance of the money raised and pledged to other, now frozen, development projects, are proving fortunate as the Pandemic lockdown cut off all our income streams in March and this money is now proving to be a welcome cushion as we view an unexpected, uncertain future.

Nevertheless, in March the Trustees agreed to act as the lead organisation of a village wide project proposed by two CA members to make all the community buildings carbon neutral by 2022. Achieving this aim will fulfil the CA's strategic aim, agreed in 2013 whilst building the conservatory extension, to make our buildings carbon neutral. We believe that despite the pandemic and associated problems, action needs to be taken to combat climate change and encourage as many people as possible to take similar action. We will be guided by the Steering Group which has been formed as their hope is to spread the project to other similar villages and through the village residents. It is the intention to try to attract grants to fund the work as much as possible.

#### ***Governance and Management of the new charity 1182400***

During the year the Trustees formally adopted:-

1. To develop, annually update and use a 3 year rolling Business and Development plan to act as forecast and guide to selecting and prioritising future financial investment and set an Annual Operating Plan.
2. To annually review and re-set our Strategic, Physical and Short-Term Objectives.
3. The established practice of having a minimum cash reserve of £10,000, being equivalent to approximately one year's normal operating costs (£7K) plus an emergency disaster repair fund (£3k)
4. That at each Trustees meeting the Chair of the Association would provide an up to date report on the current position of key items: adherence to the Compliance schedule, an assessment of our financial situation, and our attainment of the annual plan.
5. That we would ensure we kept abreast of the increasingly stringent compliance regime consequent we successfully applied for a Premises License for the Community Centre in March 2020.

6. The Trustees confirmed that as far as permitted by the Charity Commissioners the existing management committee would continue to undertake its existing roles albeit with a different title, The General Purposes Committee.

### ***Closure of the Original charity 523782***

The Trustees successfully organised the Transfer of the assets to the new charity in December 2019 and closure of the original charity 523782 after over 50 years on the 16<sup>th</sup> June 2020. Lets hope our new one last as long and does as well.

### ***Activities***

We had a busy and successful year.

Following the creation of the new charity, we invited our members to a Games Evening, featuring indoor 'horse races', Pin Ball and Space Invader competitions which was enjoyed by all and ended with the cry of when is the next one?

We carried on very purposefully in July 2019 by conducting the first review of the Community Centre Development plan. This was an open meeting, attended by 20 people. Over 30 suggestions were submitted for review and prioritisation. The priority item, replacing the Community Centre floor costing approximately £10,000 was scheduled for the Christmas holiday period and less expensive outdoor work for the Autumn. Unfortunately, the awful autumn weather, followed by a very stormy early spring made any outside work impossible. Soon afterward, in March, the Covid lockdown commenced and as income streams ceased and as a result the Trustees halted all funds pledged for capital expenditure and other items apart from on essential, mainly compliance work were frozen until the future is more certain.

Until Covid struck, the Community Centre continued to be used extensively providing to be an excellent base for both essential and innovative activities. It was used throughout the summer school holidays as the new base for the Playsafe Holiday Club, providing 5 days a week child care for working families which proved to be very popular and rebooked for summer 2020; A twice weekly social library club 'What the Dickens' which is volunteer led village library, but really a place where anyone of any age can have a drink and natter whilst choosing a new book was launched very successfully in February 2020. Sadly, the Youth Club closed as numbers dwindled, probably being drawn to the newly launched Scout Troop, which supported and provided a stepping stone for youngsters who had progressed through Beavers and Cubs.

As always, the highlight of the Monk Fryston and Hillam year are our events. Sadly, due to health and safety compliance issues, the Millford Bonfire did not and probably will not take place again. Consequently, we conducted a thorough review of our Bonfire Plans and concluded that after 50 years we could no longer comply with increasingly stringent insurance requirements and guidance. Instead, a Halloween Spooktacular was staged, in the face of horrendous Autumn weather, with our new partners, the Scout Group and Pre-school. How we made money in such horrible weather is testament to the tenacity of everyone involved.

Bad weather also played its part in the annual Proms at the Pavillion event staged at Hillam with our partners, the Cricket Club and Chernobyl Convoy UK. The set up, the clear up and the first 2 hours went very well but for the last 3 hours of the evening we endured a terrific thunderstorm. We didn't know it could rain so hard for so long – but it did! Fortunately, the CA marquees offered protection for a lot of people... until they had to go home and then they got wet as well!

The Marquees went up again soon afterwards for the 7<sup>th</sup> Annual Beer Fest and we had no such bother. Very pleasant, late summer weather, ensured we, and our partners MF Primary School and over 1000 residents and visitors enjoyed a fabulous event.

As noted earlier, the lashing autumn rains were followed by a very stormy winter, but it did not stop us having another full house for the annual Wise Owl Quiz; winners and losers went away with their various prizes accompanied by good humoured cheers and jeers...and 'wait until you next year – we'll show you'. With Covid that might not happen.

## **Covid 19 Pandemic impact**

Like everyone else the Pandemic and lockdown has had a dramatic effect on the Community Association and use of the Community Centre. Everything was locked down and closed in March and with that all our income streams have ceased; all fund raising events for 2020 have been cancelled. In late July, we followed covid secure guidelines to re-open the Playground and Government policy to support the return to work by permitting the sole use of the Community Centre for the Summer Holiday club. September will see the restart of a limited number of regular users.

We have benefitted from the Governments small business grant of £10,000 but with the prospects of on going reduced rental income, no event income and extra expense for Covid related costs this will not last for ever. Consequently our policy decision of having a reserve of £10,000, which at the time seemed to be conservative, probably should be reviewed as one of the first jobs for the newly elected trustees after the AGM.

## **Financial**

As described above, the weather was against us for several of our key fundraising events, and so the surplus generated from the various events we ran during the year was down slightly on the previous year at £11k.

The rent we generated from our various user groups was unchanged over the year at £18k. We took the decision not to increase any of our charges during the period to support our user base, all of whom are local and provide a wide range of services to our community.

We also carried out a community led review of future developments to the centre and had started to spend money on the prioritised list before the Covid lockdown so had spent £19k on repairs, maintenance and improvements during the period. This was broadly in line with the previous year.

As we hadn't completed our programme of maintenance and development by the year-end our cash reserves rose by £5k at the year-end compared to the start of the year and at this point, given that our income has almost completely dried up and we have not been able to run any fundraising events since January we are conserving cash and re-evaluating the capital projects we were looking to undertake.

## **The coming year**

Our priority, as trustees, is to safeguard the safety and future of the centre and we are taking all steps appropriate to this including spending in excess of £1,000 on Covid safety to allow the limited reopening of the centre and playground. We can all only hope that by this time next year we have returned to some level of normality and that our friends and neighbours all come through this traumatic time safe and healthy and we can celebrate this with a series of community events as successful in drawing the community together as we have had in the past.

I wish to thank the Community Association Trustees, Members, Professional Advisors, Friends of the Association, the Parish Councillors of Hillam and Monk Fryston and the officers of the Association for their active support during the past year.

## **Structure, governance and management**

### ***Nature of the Governing document***

The charity was registered as a Charitable Incorporated Organisation on March 2019 and is governed by the Charity Commission Scheme no 1184200 dated 13<sup>th</sup> February 2019 and adopted on 5<sup>th</sup> March 2019. The charity is administered by the Founding Trustees who where are all appointed at a Special General Meeting of members, and in future will be elected in rotation at the Annual General Meeting. The annual report was approved by the Trustees of the charity on 19<sup>th</sup> August 2020



Robin Parkin

Chair and Trustee

## Monk Fryston and Hillam Community Association 19-20 Year End Summary Management Accounts

Please note - all this information is drawn from our monthly management accounts (both years)  
and is subject to year -end adjustments

				Year to Date (12 months to 03/04/2020)			
				This Year	Last Year	Budget	Budget Variance
<b>Income</b>							
		Rent - Regular Users		17,580.96	17,374.43	17,355.96	225.00
		Rent - Casual Hire		1,760.00	2,587.50	2,400.00	-640.00
		Grants & Other Income		2,730.01	691.46	2,250.00	480.01
		Events		40,386.49	47,611.85	12,500.00	-917.02
				62,457.46	68,265.24	34,505.96	-852.01
<b>Expenses</b>							
		Utilities		-3,211.66	-3,549.82	-2,872.00	-339.66
		Property Costs		-3,859.51	-2,902.83	-1,660.00	-2,199.51
		Repairs		-8,882.56	-3,806.32	-2,750.00	-6,132.56
		Insurance		-1,383.40	-1,600.92	-1,800.00	416.60
		Other		-734.20	-1,021.10	-1,560.00	825.80
		Event Costs		-	-		
				28,803.51	-36,598.44		
				-	-		
				46,874.84	-49,479.43	10,642.00	-7,429.33
<b>Trading Surplus</b>				15,582.62	18,785.81	23,863.96	-8,281.34
<b>Capital Expenditure</b>							
		Groundworks		0.00	0.00	0.00	0.00
		Fencing		0.00	0.00	0.00	0.00
		CCTV		0.00	0.00	0.00	0.00
		Other Capex		-	-		
				10,571.74	-15,811.07	-708.00	-9,863.74
				-	-		
				10,571.74	-15,811.07	-708.00	-9,863.74
<b>Financing</b>							
		Net Interest		0.00	0.00	0.00	0.00
		Loan Movements		473.79	0.00	0.00	473.79
<b>Net Cash Movement</b>				5,484.67	2,974.74	23,155.96	-17,671.29
<b>Opening Funds</b>				26,131.00	22,987.50	26,134.76	-3.76
<b>Closing Funds</b>				31,615.67	25,962.24	49,290.72	-17,675.05
<b>Bank</b>				30,687.09	25,080.65		
<b>Petty Cash</b>				928.58	881.59		
<b>Total</b>				31,615.67	25,962.24	49,290.72	-17,675.05