

CHARITY REGISTRATION NUMBER 1123187
COMPANY REGISTRATION NUMBER 3427303

**MANOR AND CASTLE DEVELOPMENT
TRUST LIMITED**

GROUP ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Directors	K Curran D M Lawton R Dowling Y S Bramall K Crawshaw Dr A J E Barnes S Mair-Richards A M Murphy	(Appointed on 16 December 2020) (Appointed on 5 July 2021)
Chief Executive Officer	D J Mathews	
Finance Director	C M Hurst	
Secretary	D J Mathews	
Charity number	1123187	
Company number	3427303	
Registered office	Norfolk House Stafford Lane Sheffield S2 5HR	
Auditors	UHY Hacker Young 6 Broadfield Court Broadfield Way Sheffield S8 0XF	
Bankers	Co-operative Bank plc The Fountain Precinct Sheffield S1 2JZ HSBC 2 Fargate Sheffield S1 2JS Lloyds TSB Church Street Sheffield S1 1HP	

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MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and accounts for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 (FRS 102) (effective 1 January 2019)".

Public Benefit Statement: How we are meeting the PB requirement through our activities

Objectives and activities

The group's objects are to assist, promote, encourage and facilitate the social, economic and environmental regeneration of the Manor, Castle and Woodthorpe areas of Sheffield – some of the United Kingdom's most deprived communities.

The constitution does allow the group to operate outside its prime area of benefit when there is evidence we can deliver social return and benefit to Manor and Castle Communities through this activity.

The group's vision: Proud to live and work as part of the Manor Castle communities.

The group's purpose: To support community action that brings about positive economic, social and environmental change through the development of enterprising solutions.

The group's key strategic social objectives for 2020/2021 that enabled us to meet the PB requirement were:

- to empower and support individuals to identify opportunities to improve their health and well-being, to improve their social and economic circumstances.
- to recruit and support volunteers where we can offer them personal development opportunities.
- to develop events and activities in the community that meet local needs.
- to identify key groups of vulnerable members of the community facing challenges that we can work with to develop local solutions to local challenges.

The group will work with other key partners in the area and contribute to achieving the vision for the neighbourhoods.

Strategy for Delivering Public Benefit

The core approach of the group has remained consistent and is reviewed on an annual basis as part of the business planning cycle. The Board has affirmed that the core business of the group is:

- Community economic development.
- Capacity building and organisational development.
- First rung community engagement.
- Personal development support.
- Support for groups to take collective action on issues that matter to them.
- Build relationships and trust with local people – particularly the people who are hardest to engage through mainstream service delivery.
- Raise the expectations and aspirations of the community.
- Deliver specific activities that contribute towards social and economic regeneration and neighbourhood improvement.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

- Encourage and support people to engage with services and training opportunities that stimulate social and economic inclusion and enhancement.
- Support and assist other community groups and organisations.
- Champion and advocate for improved service delivery within the area.

The group does not intend to replace or duplicate existing service provision or community activity but exists to ensure that no one in the area is excluded from benefiting from the social and economic regeneration activities, services and opportunities that exist.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the group should undertake.

The Board consider that the significant activities of the group carried out in 2020/2021 to achieve our social objectives were as follows:

To empower and support individuals to identify opportunities to improve their health and wellbeing, to improve their social and economic circumstances

This year has been a particularly challenging year as a result of the Covid 19 Pandemic. We went into lockdown just before this financial year started. We knew it was likely and had done some preparation for that happening – making sure staff had the tools to work from home and keep in touch with their client groups. We also became a Covid Community Hub taking our first referral for assistance the day after lockdown started. The Nursery remained open for Key Workers children, taking them from other settings that closed in order to furlough staff. We offered a range of support to people referred into the Hub from GP's and other professionals, including fetching their shopping, prescriptions and doing regular catch-up telephone calls, doorstep conversations and using zoom and teams to keep in touch. We noticed there was a detrimental impact on people's mental health, and this became our priority. Most referrals we received from GP's were for practical help for vulnerable people, those having to self-isolate and mental health support. As the rules changed, we started to allow staff back into work settings on a rota basis and to do more face-to-face doorstep conversations and small covid secure group work. By the end of the financial year, we have worked with significantly more people than we had previously. The Board consider that the significant activities of MCDT carried out in 2020/2021 continued to enable the Trust to achieve our social objectives.

People Keeping Well & Community Wellbeing programmes

This programme is made up of a number of projects, services and activities that all come under one umbrella, although the funding may come from different council departments for specific reasons. The overall KPI for people we work with and engage with is monitored across both Manor Castle ward and Park and Arbourthorne ward.

- Between March 2020 and September 2020 the team maintained contact with **827** people.
- Park and Arbourthorne - One to One Activities based on individuals receiving support at least once during the year: **1989** people.
- Manor Castle - One to One Activities based on individuals receiving support at least once during the year: **1469** people.

We supported over the year a total of **4285** people.

Number of people supported in group activities (Q2 when lockdown restrictions were lifted to some extent): **65** people accessed group settings.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Resilient Communities

Staff worked in new teams providing one-to-one support over the phone or in person providing practical and emotional support where it was needed most. Staff supported partner organisations such as S2 food bank, Best Start families project and Healthy Holidays.

We provided keeping in touch and one to one support remotely and through doorstep conversations with:

- Current clients.
- Previous clients who we know are over 70, have complex health conditions or are vulnerable (this could be learning difficulties; mental health; mobility issues; alcohol or drug dependency, domestic violence or any other issues staff were aware of). They may not have been accessing our services currently, but we are aware that the lockdown situation could trigger problems.
- Newly referred clients.

MCDT ran the community hub (linked into the VAS citywide network and local mutual aid group and Sheffield City Council Local Community Response team). Local people contacted us or were referred by services e.g GP practice, housing association etc. with requests for support including:

- Food bank referrals.
- Shopping.
- Prescription pick-ups.
- Social isolation – regular phone contact.
- Support to access services.
- One to one support e.g. help with forms, benefits, accessing services. CAB report people in GPA1 hardest hit economically by Covid and we are seeing an increase in demand for support. Advocacy support – PIP, benefits, debt, domestic abuse, alcohol misuse, relationships, mental wellbeing.
- Signposting, safeguarding, escalating to social services where necessary.

All clients on the list have received the following:

- A contact call to establish their situation, check the plans and support they have in place.
- Checking understanding of key public health messages e.g. hand washing; only being in contact with their household members; what shielding means etc. (Some clients with dementia, learning difficulties and mental health issues have to have these messages explained and reinforced at every contact).
- Safety information about potential scams and advice not to give bank cards/cash to people.
- Advice and guidance on keeping busy and active at home.
- Offer of practical help with shopping and fetching prescriptions, food bank referral if needed.
- An offer to keep in touch and be contacted again as well as the contact number of the hub and individual staff mobiles so that they can contact us if they need support.

Some clients received more in-depth support dependent on need:

- Relationship breakdown in lockdown - advocacy support to access a place to live and set up gas/electric.
- Released prisoners needing support to be rehoused.
- Supporting victims of domestic violence, drug and alcohol dependency.
- Managing anxiety - signposting to online resources and national guidance on covid stress.
- Mental Health support- Some clients are receiving daily phone calls to support their mental wellbeing. (We have noticed that there has been an increase in clients struggling with their mental health and some clients who initially said that they did not need support have been getting back in touch. We are liaising with Mental health support in the city).
- Liaising with Housing providers.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

- Liaising with Police regarding incidents.
- Registering extremely vulnerable clients on gov website so they can access support.
- Liaising with GP when client is unsure if they are extremely vulnerable.
- Liaising with GP regarding medication or concerns.
- Referral to CAB for financial support - ongoing advocacy support.
- Liaising with National Energy Action for client with complex issues around fuel use.
- Liaising with and referrals into social services re. safeguarding.
- Liaising with other Health Care professionals.
- Supporting clients to manage health conditions and encourage them to access appropriate medical care.
- Referring clients to S2 Food Bank and AEBA community fridge for food parcels.
- Activity and information packs delivered to the door with a doorstep conversation.

We used our Facebook page to promote support available and promote public health and safety advice.

We delivered Spring activity packs which have been themed around wellbeing and moving more.

We redeployed staff to the S2 Foodbank. In early March weekly numbers of people receiving parcels were 532 and reached a peak of over 1600 in April and May and then plateaued back to similar figures as March.

We created a Christmas postcard with friendly faces on and useful contact details of organisations providing support over Christmas. Almost 2000 postcards were distributed to clients across the S2 area via the Healthy Holidays hampers, Christmas Caddies, MCDT employment team, MCDT children's centre and MCDT Adult Education team.

Volunteering- MCDT Health Champions

Planned volunteering opportunities for MCDT **Health Champions** supporting Forget-Me-Nots singing Group and Forget-Me-Nots Creative writing sessions. Taking place in Arbourthorne Centre Edenhall Road, S2.

Three volunteers attended Arbourthorne Community Allotment every Wednesday at The Spires Centre and are supported by MCDT Health and Wellbeing worker. The volunteers are very independent and at the end of 2020 drew up plans to create a sensory garden area and make the allotment more accessible for wheelchair users and prams. MCDT Health and Wellbeing worker secured some funding to help with the sensory garden project which will start in 2021. The three volunteers have been supported to access a Forestry Confidence course at Northern College through the Health Champions programme which is planned for 2021.

Three of the four health champion volunteers that supported the Art Therapy and Lunch club have taken on other volunteer roles during the pandemic. They have been supported throughout the last 10 months to enable them to continue volunteering if they were safe to do so. Roles included deliveries and packing at the food bank, delivering food hampers for MCDT to vulnerable adults and families, supporting the Healthy Holidays Food and Activity programme. They have also been invaluable in keeping in touch with other members of the groups during a time when no physical groups are able to run.

We have supported 4 volunteers to help with the Healthy Holidays programme – including packing food and activity hampers and delivering hampers to local schools.

MCDT Befrienders. Provided support to those who are vulnerable and shielding re Covid. Support offered includes Keeping in Touch Calls. Doorstep Chats, occasional shopping and collection of medication.

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Norfolk Park Mutual Aid did a piece of collaborative work with MCDT to recruit local volunteers who are NPMA members. Initially 4 members registered interest, 3 have started induction process.

Clients to support have been identified from a group of clients being supported by MCDT Dementia worker. Further promotion and recruitment is taking place with an offer to MCDT Healthy Holidays volunteers.

Mental Health Transformation Project

- MCDT awarded funding to deliver Behaviour change programme and peer support working with the new team.
- Started working with the Mind Connector and organised shadowing of Health & Wellbeing team members and looking at referrals.

As part of the Primary Care Mental Health Transformation Project 3 local people were recruited to become Peer Inclusion Volunteers. Contact, support and training through KIT calls, walk & talks, provision of IT devices to access training for personal and professional development whilst in lock down. We also made a quarterly delivery of activity packs; delivery of Christmas Caddies (includes games/crafts and emergency information for over Christmas period) and made referrals made to Age Better/Ignite Imaginations for additional craft packs and a hot Christmas meal. Plans for outdoor face to face projects are being developed, including: - Woodland Confidence sessions in Manor Fields Park outside classroom, development of Take Part wellbeing sessions in the York House Garden and Park Centre Community Garden. Potential wellbeing and growing sessions based at the Arbourthorne Centre S2.

STEPS (Personal development/MCDT Wellbeing programmes)

Face to Face Steps programmes have not taken place due to Lock down restrictions. Steps to Excellence (CBT) methodology has been used by staff when making Keep In Touch calls and taking clients on walk and talks. In preparation of the road map and coming out of lock down MCDT have developed 2 new MCDT wellbeing programmes, Aiming High and Take Part to be part of a pathway for clients. Take Part is presently being delivered via Zoom as a pilot. This intends to help individuals struggling with confidence and their mental health to get involved with community activity slowly and safely. Plans to deliver these programmes in outdoor classrooms across the area is planned. The pathway will be Take Part 8 sessions, (involves the development of 5 ways to wellbeing, activities tools and techniques including journaling), Aiming High, builds on Take Part methodology, with more CBT concepts. Offer of Steps to Excellence face to face small group sessions.

Thursday Art Therapy & Lunch Club

Normal sessions are on hold. The volunteers that supported the delivery of these sessions are continuing to volunteer in different roles. The clients that attended the sessions are receiving keeping in touch phone calls and some have received further support when necessary. The volunteers that supported the delivery of these sessions are continuing to volunteer in different roles. The clients that attended the sessions received keeping in touch phone calls and some have received further support when necessary. We delivered craft activity packs to clients homes last year so that they can do some crafts at home, we were also able to have a doorstep chat with them. We put together a Christmas Food hamper which we delivered to the homes of 40 clients in December containing Christmassy foods, Christmas Cracker and a Christmas card.

Arbourthorne Community Allotment

The allotment has continued to run throughout the pandemic when restrictions allowed. Three volunteers use the allotment to grow, fruit and vegetables and have improve the space for when restrictions are lifted. The volunteers are booked on a Forestry Confidence course at Northern College.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Physical activity

During lockdowns clients were supported through 121 walks, door step conversations, phone calls, text messages and What's App groups. Staff changed the delivery model but were still able to keep people motivated and do goal setting. We provided activity and 'Move more' focused activity packs with maps of local green spaces. We focused on moving more for mental wellbeing and were able to help with wider issues that were not just about physical fitness e.g isolation, relationships, reinforcing public health messages and linking to other services such as food bank, benefits and employment support. As restrictions eased we increased activities to small groups and developed a programme of outdoor fitness classes with social distancing that have increased the profile of our work and picked up footfall from park users.

The Evolve Running Group were provided support via What's App during covid then as restrictions lifted organised runs for people moving onto small groups.

This Girl Can Project

Started in lock down and used a private facebook page to promote moving more, set challenges, share stories provide virtual coffee mornings and zoom healthy cooking sessions. Used to promote public health messages e.g smear tests and other cancer screening. The group had over 400 members and members used the group to connect with other people in the community and then find people to exercise with once restrictions allowed.

Eatwell Programme and Cook, Lunch and Share

Qualified Staff who would deliver this programme are being called upon to provide information and guidance for specific clients referred into MCDT service.

During covid formal programmes were cancelled so we used doorstep meetings with client's food diaries that were passed on to clients to complete when needing support around weigh management.

During phone conversations we support clients with advice around: portion control, cutting down on high sugar/carbs/fats, moving more, tracking their journeys, setting realistic goals

We constantly look at ways to improve our programme and ensure we are giving the correct advice and information. As mental ill health has increased, we have taken a small part out of our programme which are the weighing scales as we witnessed people been obsessed with weighing themselves and not focussing on the holistic approach, especially how they feel, which is the most important part of their journey. When we see clients on a 121 we try and encourage them to go on how they feel and to focus on how their clothes fit, which we noticed people's minds set have changed for the better. With exercise and moving more it is very important to bring the 2 together.

Norfolk Park and Arbourthorne Men's Group

Provided: text, phone calls, zoom sessions doorstep conversations to participants. Provided activity packs and practical support around covid, vaccinations, energy supplies, scamming, adult education etc.

Diabetic Support Group –Kept in touch with individual members remotely

In December the team designed and created 100 'Christmas caddies' which had a make your own fudge activity inside, craft resources and useful information from MCDT on available support locally, citywide and nationally. These were delivered along with a personalised postcard that was sent to all clients with useful information.

Delivered an online scamming awareness session for staff, volunteers and clients in partnership with Natwest Bank community team after reports of scams increasing over lockdown.

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Cancer work

Work is presently taking place with Cancer Alliance and Weston Park developing a piece of work to enable local members of the community to access cancer services. Presently MCDT staff/volunteers and Dovercourt Medical surgery staff are attending Behavioural Science workshops to identify “nudges” to enable behaviour change. The focus is on lung cancer. MCDT staff/volunteers will engage the local community using community engagement methods including social media and targeting existing groups, providing information and encouragement to identify potential symptoms re cancer in general and attend their GP service. Screening and then action.

Supporting people with Dementia

We tried to support the people with dementia and their carers as much as possible whilst restrictions on close contact and our ability to run physical groups was affected. Our core offering aims to stay contacted with people, help prevent social isolation and keep people stimulated. These core activities include:

Welfare calls - usually fortnightly. To check how people are doing, identify any additional support people would like and to provide a social chat.

Doorstep visits - usually fortnightly. A more visual check to assess how people are and provide some face to face social time with people.

Activity packs - usually 2 packs every two weeks, either posted or delivered. Further activity packs were delivered in the run up to Christmas. These included hampers and craft packs.

Short walks - offered in order to support people out of their homes and increase physical exercise.

Christmas - We organised for hot Christmas dinners to be delivered to many people with dementia and their carers whilst they weren't able to celebrate with family members and friends.

Arranged for Christmas further activity packs to be delivered to people which were provided by Heeley City Farm and Age Better Sheffield.

Digital inclusion - A significant amount of time has been done to equip people with equipment to get online and to be able to use some basic function so they can join Zoom groups aimed at supporting them through continued lockdown and help prevent social isolation. Many of these people have never used technology before and we have provided a lot of one-to-one support.

Enrichment for the Elderly training - Organised the running of the Bronze, Silver and Gold award training for staff at MCDT and others within the Manor and Arbourthorne areas. Attended the Gold session.

Carers Group - Continued to support a carers group through the final 6 weeks of the PKW organised pilot sessions and have subsequently continued to support this group as we identified a need amongst the group to ensure this support did not stop.

Forget-Me-Nots music group (Dementia friendly) - The group was suspended due to lock down restrictions and members did not want to meet online. Weather did not permit meeting outside then moved to limited numbers outside and then inside the Arbourthorne Centre. Some members have chosen to trial the Forget-Me-Nots creative writing sessions as an alternative. Successful small grants bid has been submitted by Forget-Me-Nots to develop both creative writing, mindfulness and music to develop into drama for the mind and plan to work in co-production with Arbourthorne centre to develop stage area and potential use of green space to the rear of the building as a performance area.

Spires Dementia café - During lockdown this activity has been combined with the Spires Café and been taken online as a Zoom group. This group is now called the Spires Café. It's held once a week and has been promoted to all members who have attended either group and to new referrals.

This online version of the café continues to run weekly. It provides a social space for people to meet and reduce social isolation. This has proved invaluable in the during the 3rd national lockdown and also for those who continue to stay home due to their relative vulnerability. The group has expanded, in part due to the work on digital inclusion which has enabled some people to join an online group for the first time. The group has provided a friendly welcoming space where people have made new friends and feel part of a shared experience.

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We continue to have a range of fun games each week such as Pictionary, bingo, Play Your Card Right. As we can't meet physically we were able to celebrate birthdays together and held a Christmas party with party food such as cake, crackers, biscuits and sausage rolls delivered to everyone's homes. Although the number of attendees has grown the group still has fairly low numbers. But we have recruited several new people to the group and supported these people with digital support. However, the people who do attend have gained confidence in using technology which gives them opportunities to join more online groups and access more online resources.

Arbourthorne Strength & Stamina - Members of the Arbourthorne Strength and Stamina group have continued to receive acidity packs, doorstep visits and welfare calls. Although, due to resources, they no longer receive a custom activity pack but the more generic one produced by Enrichment for the Elderly. Once a month they do receive an additional pack which includes looks to enhance their wellbeing through the 5 Ways to Wellbeing with suggestions, ideas and information. We started providing some short walks with people who would like this. In December we usually organise a Community Christmas Dinner at the Arbourthorne Centre but as this couldn't go ahead, Christmas food hampers were delivered to members of the Strength and Stamina group that opted to receive one.

Through this contact with people we are able to quickly identify situations which need greater support and can thus put more effort into meeting people more urgent needs.

Continued close working with PKW Dementia Workers Partnership and Dementia Advice Sheffield where we played an active role in meetings, training sessions and initiating case reviews.

Healthy Holidays - We also delivered the Healthy Holidays programme for families with children eligible for free school meals in South East Sheffield across the February half term, Easter and Summer holidays reaching approximately 1200 children a week. Due to the pandemic we delivered Food Hampers and recipe / activity booklets, craft packs and skipping ropes, hula hoops and cricket sets for children and families to use at home.

The main focus was to make sure children did not go hungry over the school holidays with families facing financial pressures during the pandemic. We worked with Hallam FM Cash for Kids to apply for Christmas presents and ran three pop up 'shops' over three days in December. Parents were identified by schools if they would benefit from this support and then referred to the pop up 'shops' to collect free Christmas presents for each of their children. This project was part of the Holiday Hunger project and lots of local families benefited. The families identified were struggling to make ends meet and the children were at risk of waking up on Christmas day with no presents.

Best Start Communities Count

BSCC has a whole family approach to alleviating some of the worst effects of poverty by providing a range of activities and support in:

- Manor / Castle.
- Norfolk Park / Arbourthorne.
- Darnall / Tinsley.
- Shiregreen / Brightside.

We do this by:

- Setting up and providing toddler groups on all days, in all localities.
- Providing book clubs where parents / carers and their children begin to have the confidence and understand the importance of reading together.
- Plan and provide a range of holiday activities focused on a whole family approach including provision of a healthy lunch (HAF).
- Provide opportunities for families to come together, cook healthy food and eat together.
- Recruit and train volunteers to help the team deliver the programme and support volunteers with continuous professional development (including delivery of the Early Years Volunteering Programme).

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

March 2020 -The Lockdown Story: When lock down 1.0 began in March 2020 we all wondered how we would get through. Our group activities and support had to stop so as a team we took the decision to take our activities and support out to the families.

- We set up What's App groups in each area so parents / carers had a platform to share their worries, fears, successes and support each other in a safe way. These groups were moderated and supported by the team.
- We decided to make up craft packs for every child every other week for those families that requested them
- We knew that access to fresh fruit and veg was an issue for many families and we wanted to help with that.
- We decided to keep up with the healthy eating part of the programme and provide families with recipes and essential ingredients to carry on cooking with their families.

We were fortunate to be able to access support from the coronavirus support fund and we used this to support:

- 450 families.
- Provided and distributed 6,600 activity packs.
- Provided and distributed 3,324 fruit and vegetable packs.
- Developed and distributed 60 recipes and ingredients to get families cooking.

Community Development

Adult Learning: This year we have delivered a number of non-accredited community adult learning courses across the East (not including Darnall). This year has particularly difficult, with no delivery at the end of last academic year and a switch to mainly online engagement and learning due to the Covid 19 restrictions, we have still however support 98 learners onto courses and 173 engagements. (end of academic year 2020/2021). The team have works intensely with learners to support them with accessing learning online, by hand holding through digital support, as well as referring to other services for support with ESOL, Health, housing and financial support.

The demands from FACES have been extreme to say the least for both out staff and tutors, Lea and Cheryl have supported tutors with the new systems and paperwork that is extremely bureaucratic and time consuming, all changes have been implemented late with no training or briefings for tutors of sub-contractors and have taken the focus away from the learner's experience. All paperwork has been moved online with internal changes and plans at FACES impacting negatively on community learning and its objectives. The team have worked hard this year and have had a very positive impact on the individuals that they have supported through the IAG.

Staff also worked across the area as part of the Covid effort to do telephone and zoom calls helping to reduce social isolation for shielding and delivering parcels and prescriptions.

Echo: This year has seen changes to the delivery at ECHO, the shop and project has not been open other than to support the healthy holidays provision in summer 2020 and supporting food bank clients with access to clothing parcels. Charlotte was redeployed to other areas of the Covid-19 effort supporting individuals and delivering food parcels and prescriptions. The project in 2020/2021 will reopen and has plans to develop new initiatives, in partnership with other groups and projects.

Wybourn Corner House- Due to Covid restrictions no activity took part in Wybourn corner house. MCDT Development worker has kept in contact with core group of volunteers and partnership work with housing association to develop new and emerging community centre to replace Wybourn Corner House. Pop up art projects are proposed to help create an art installation on the community centre by the community. The building once completed will have space for healthy eating projects, family support projects and gardening projects. This will be delivered by the community, supported by MCDT Development worker, for the community in partnership with local service provide.

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Networks: during the year maintaining and developing networks became a priority and we redeveloped the Community Development delivery network which set several priorities to focus on. The main areas currently been worked on by a number of partners included Food Poverty and digital inclusion. The outcome of the work was to develop a Digital Inclusion strategy for the area and a project to enable families to access and learn in a safe environment the benefits of technology. We are working with Matrec to identify ways that we can develop pathway to learning together, as well as developing the digital offer as part of the wider strategy. We also re launched the Children and Young People Providers network to support the coordination of the Healthy Holidays programme.

Wybourn community centre: Work has been ongoing with Great Places and the Corner House Steering Group on the new Community Centre in Wybourn as well as a piece of Community artwork.

Arbourthorne Centre: because of the increased demand for access to community events and activities following on from Covid – 19. I have established a small working group who will work to build capacity from the building through community engagement events and community development. A CIL bid was submitted in February 2020 but no response has yet been received.

Lower Manor & responding to other local issues: we attend the Manor Action Group and facilitate any work/delivery that comes from that meeting which has included a task and finish group to focus on youth nuisance/ASB in and around lower manor, and now focusing on Fairleigh. Park Library Community Garden: facilitated gardening group.

On 15 December 2020 a small memorial event was organised to mark the anniversary of the Sheffield Blitz memorial in City Road Cemetery, the event was small due to Covid restrictions and was attended by community members and representatives.

Park Centre, a key community resource centre continued to deliver but in a different way. The Pantry continued to operate from Park Centre during the Pandemic providing support to families, not in crisis but struggling to make ends meet. They pay a small membership fee (£2.50) and are then able to access £25 of food. The project involved 2 part time members of staff and 4 volunteers who contributed 470 hours in the Pantry and as delivery drivers.

72 members provided with a service.
1952 shopping bags filled.

The staff in Park Centre had to deliver things differently because the Centre was in effect closed apart from the Pantry which was a delivery service only until June 2020. We continue to provide a delivery service to the vulnerable 21 members in total. Since June we have implemented social distancing measures and provided screens and sanitizing stations. Some members are back shopping with strict measures in place. Sheffield City Council have provided us with our Covid secure certification

The team were part of the Covid Community Hub response making welfare checks to 93 vulnerable members of the community, shopping, collecting prescriptions, having chats, contacting GPs to do health checks

During lockdown we were successful in securing funding from Hallam FM to help 38 families with fuel cost and costs associated with children being out of school.

We also partnered with Open Kitchen Project local chefs furloughed feeding communities. We distributed hot meals to Pantry members Isolated community members and residents at Gilbert Court, over 71 people fed in total.

At Christmas MCDT gifted the funds for us to provide a Christmas meal to be delivered on Christmas day to isolated and vulnerable members of the community.

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All this has been made possible because of the Pantry as was the only project able to run from the centre due to Covid restrictions. It is also the one service that has kept engaged with the community allowing us to identify other issues people may have, not related to food. Our members still feel connected

Arbourthorne Community Primary School reached out for support with delivering food hampers to families isolating and on free school meals. Between 100 and 150 hampers were delivered by MCDT staff each week in December.

2020/2021 has been a different year for delivery, focusing on other areas and allowing time to review priorities. Community Development Coordinator was furloughed for part of the year, during that time they volunteered at S2 foodbank April to July 2020.

Supporting People into Work

The Employment team continued to offer a service remotely, using technology, telephone support and doorstep support. The team had contracts to deliver supporting people with mental health issues, people with learning disabilities, people with physical disabilities and those furthest away from employment. The team successfully achieved all the outcomes.

The team recruited 261 people onto the programme of which 122 started a job during the pandemic.

The team supported 64 people to take up training opportunities. The team engaged with 63 different employers, seeking opportunities for their clients.

In terms of achievements and the diversity of the communities we reach:

- 26 people with Learning Disabilities engaged.
- 29 people with Physical disabilities engaged.
- 73 people from BAME backgrounds engaged.
- 37 people with mental health issues engaged.
- 63 people over 50 engaged; and
- 46 people who engaged had over 2 years' experience of unemployment.

The team have achieved all the contractual outputs despite the lockdowns and pandemic which is a real achievement and one that stands out.

Early Years: Sunshine Nursery

The nursery is a key service that MCDT continues to offer. It is a key thread in our strategy, enabling families to work, providing an exceptional early start for under 5-year-olds, ensuring they are ready for school. MCDT believes that education and access to employment are the best routes out of structural disadvantage. We remained open during the pandemic to ensure that the essential Key Workers had access to early years provision to enable them to continue to go to work. This led to a number of referrals of children that came from other settings that had chosen to close.

The numbers have remained buoyant during the year, with the average number of children on roll being 104. It has been notable that the number of 30-hour FEL places has doubled from April 2020 to September 2020, indicating more working parents accessing the nursery as only working parents qualify for this provision. We have a significant number of under 2-year-olds. Many nursery settings do not take under two's because of the cost of maintaining the ratios.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Parents Are Experts: linked to the nursery, whilst the course was not able to be delivered face to face, work has been done to prepare for post pandemic and to build relationships with schools, local authorities and create a pipeline of demand for when we can deliver the courses.

Partnership working

We communicated with partners via email and worked closely with partners to cascade information and worked together to deliver community hub services e.g. identifying people in need, sourcing resources, sharing staff and volunteers etc.

All the small grants pot has been allocated. Funding projects:

- Forest Skills.
- Level Up project with Sheffield Afro Caribbean Mental Health Association.
- Shine Academy – Weight management for young people project.
- Healer Steelers – Men's mental wellbeing support group.
- Arbourthorne Community Engagement project.
- York House Community Engagement project.
- Creative writing project.

We supported smaller, core partners throughout by pooling resources, sharing covid information and practices and using underspend (from unspent room bookings etc.) to help smaller organisations to keep going.

Primary Care Network - We worked closely with our PCN. Some staff attend online MDT surgery meetings. We also worked together on the Mental Health transformation project and to promote vaccine uptake and will be delivered vaccine promotion as part of a CCG project.

We developed a project with our PCN, Cancer Alliance and Weston Park Hospital to increase numbers of people attending surgeries with potential cancer and then engaging with services.

Summary

Overall it has been a challenging year, however, thanks to the dedication of ALL staff, those working from home, those delivering on the frontline and those we had to furlough, we have still managed to achieve a huge amount of positive outcomes for local people who otherwise may have been isolated, without support and suffering worse outcomes than they have. The Board are proud of what the staff have achieved in 2020/2021.

Other achievements

We have successfully been re-accredited for Investors in People.

Service delivery contracts are delivered to meet specific contractual outcomes. During 2020/2021 the core provision of the service delivery contracts were delivered differently to what was expected but in consultation with the commissioners.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Outcomes and Impact

The people we work with often have complex lives and move between our services. We capture case studies to highlight the distance people travel with support from MCDT, the outcomes they achieve and the impact MCDT has on people's lives.

1. Client C is an ex-offender who was living in a hostel and was on a methadone program, he was referred for help/support to help him move forward, find employment and get his life back on track. Client C had last worked in March 2020 but due to personal circumstances he had lost his job. On completing the induction and registration it was identified that client had no identification and only a paper copy of an outdated CV and required training CSCS/FLT to open job opportunities. Client C received ongoing support with CV writing to enable him to apply for vacancies and sent his CV to potential employers. Referrals were made for training and client C passed both a FLT course and CSCS including a health and safety level 1. After completing his CSCS I arranged for Client C to get his CSCS card due to not having any photo ID and also told the client to leave a message for his Job center advisor to help him to fund a birth certificate. I have also completed job searches and sent him various jobs to apply. Having supported Client C since October 2020, Client C has now moved out of the hostel and is sharing a flat and has used his CSCS card to secure a full-time laboring position.
2. JB, Male, White British, age 23 years, Manor Resident. Unemployed due to Covid 19. March 2020 after completing Welding qualification with small local Sheffield Fabrication company became furloughed due to Covid 19 lock down. Made redundant due to company no longer operating. April 2020 became MCDT Health Champion volunteer wanting to keep busy, feel useful and wanting to upskill. Started volunteering at S2 Food Bank as existing volunteers unable to commit due to having to self-isolate. Numbers of people accessing Food Bank dramatically increased from 80 families to 160 families/individuals' JB quickly went from bag packer ,to food sorter, unloading food deliveries, recording donations, packing specialised food parcels which included Halal and specifics for Social worker referrals. Engaging with Fair Share. July /August other volunteers started to come back with JB coordinating and new volunteers shadowing. Sharing use of Covid 19 PPE (Personal Protective Equipment) and new safe system in Food Bank inline with Government regulations' then supported the Holiday Hunger (Healthy Holidays) campaign with his new range of skills' committed 70 hours volunteering in August 2020 , April to September a total of 285 hours volunteering. Qtr 2 a total of 172 hours. Whilst volunteering JB is receiving support from MCDT Employment team but is considering setting up independently re his engineering skills and still committing to social needs such as the food bank. Volunteering continues as JB feels it helps both his physical and mental health.
3. OT, male, white / Black African, Age 36 years Arbourthorne Resident. Unemployed due to Covid 19. OT made redundant due to Covid 19 lock down, OT became MCDT Health Champion volunteer in September 2020 supporting Park Centre Community garden whilst still applying for paid work. Helped with planting, weeding and general tending to community garden. Helped to forage and prune. The garden had grown apples, plums, peas, green beans, range of fruit /berries, rhubarb and herbs, The food being grown is accessible and enables local people to supplement their diet. Links to Pantry project based in Park Centre another support service. Qtr 2 OT has volunteered 4 hours in total.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4. MW, 86 years (East Bank Medical Centre). MW has some problems with her memory. MW lives on her own in her home but is supported by a carer who visits twice a day to ensure she eats and takes her medication. Her nearest relative lives in Leeds. She was a regular attendee at two groups based at the Arbourthorne Centre, the chairrobics Strength and Stamina group and the social Arbourthorne Antics group. She's always commented on how much she enjoys going to these social groups and now she misses attending. Many of the older people we are supporting during the pandemic live on their own and the lockdown has not only cut them off from regular face-to-face contact with their families but also with the regular friendship groups they used to attend. Social isolation amongst the older people we are supporting during the lockdown is one of their biggest issues.

Although my regular twice weekly call to MW does check to see if the carer is still visiting and that she has enough food, the main time is spend just talking with MW about her family, her interests and things she remembers in her life. She likes to talk about her passion of The Blades, reminiscing about dances at Midhill club and the Embassy Ballroom and her love for her younger sister. You can hear how MW lights up when she's when talking about these important things in her life and recently she said '...it's really cheered me up'. When people are cut off from this regular connect people like to hear a familiar voice and this helps to provide a sense of normality and people feel better for it. A lot of the calls to older people are trying to both provide some social time for people and encouraging them to call their friends from the group they attend. This emphasises the importance of the soft support we are giving to many local people at this difficult time. For many people this has been a big issue. Even before lockdown times people would attend their regular groups for a few hours before spending the rest of the time of their own. Another lady who, is also registered at East Bank Medical, said a while ago that 'I might be 93 but I don't see why I should have to stop in all the time'. This lady was attending 4 social groups a week. It is the time between these activities which many older people feel lonely despite having good supportive families who visit regularly.

5. Manor & Park Practice – Patient Testimony Without the invaluable support that my family and I received from MCDT during several weeks of the Lockdown, our challenging time would definitely have been so much worse. It began with one of her colleagues Holly ringing from Park Community Centre on 23 March. Holly said she was contacting various homes to find out if there were elderly and vulnerable people who wished to join the Pantry Project. I informed her that I was looking after my elderly husband, Brian, who has severe COPD and other chronic health problems, and that I expected my 87-year-old mother Tara to return home (from hospital) on 6 April. She has Parkinson's and Charles Bonnet Syndrome, which causes hallucinations. She had been away in hospital and a care home for two months and two weeks, during which time she had fallen and fractured a hip and lost an eye. I knew a little about the excellent Pantry Project which supports the needy with groceries and some basic necessities, so I told Holly that it wouldn't really be relevant for us. After my mother's return, life did become extremely stressful. My mother has grown quite fragile and often hallucinates. I need to constantly watch her - day and night. Otherwise, she tries to limp her way around the house without her zimmer frame and is prone to falling. In fact, she has fallen a few times since she came home. I soon found myself extremely tired, sleep-deprived and unwell. Even telephone calls from relatives in India and well-meaning friends in the UK seemed an irritant – they were all either too far away to help or were themselves self-isolating or both, and some were giving impractical advice. So, when Tracy rang the following week to enquire how we were doing, I told her all that was going on and asked if Holly or anyone else could provide us briefly with some home-cooked food until I felt able to cook again. Tracy said she was doing some cooking to help families with children who were now at home all the time. Tracy brought us cooked rice and a lovely vegetable curry that lasted several days. Tracy's cooked food was a wonderful practical help for us at a time when we truly needed it. Tracy helped in other ways too. She went to our chemist one morning to fetch my mother's medicines. She has offered to do Waitrose shopping for us, but so far I haven't needed to take her up on this as another friend has been going to Aldi or ASDA and has kindly done our shopping. On learning that the care agency

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

support that we were getting for my mother, was sometimes less than adequate, with carers not always turning up or turning up so late that they were missing her medicine times and creating other problems for me, Tracy wrote a referral for her to adult social care. Her regular weekly – sometimes twice weekly – telephone calls alone were a great source of support for me. It was so reassuring to know that there was a very practical, resourceful and caring woman at the other end of the line. Through my community involvement with Park Community Centre, I have long been aware of what an asset Tracy is to our Centre and to our community. But my family and I have now personally benefitted from her kindness and concern. All three of us are most grateful for her friendly reaching out to support us during this pandemic lockdown in various practical ways.

Financial review - MCDT the charitable company

Operating results

The trading results for MCDT reflect an encouraging year for the organisation, reporting a surplus of £115,424.

Financial position

At 31 March 2021 total fund balances were £2,261,442, of which £880,013 was restricted, and cash at bank was £770,494. The freely available unrestricted funds were £319,110.

Reserves policy – unrestricted funds

The charitable company acknowledges the difference between cash reserves and funds as defined under Charities SORP 2015.

The charitable company attempts to break even each year and not reduce its unrestricted funds balance.

However, unrestricted funds will be allowed to reduce and potentially become negative if it can be shown that such a course of action is in the best interests of all the creditors of the organisation.

Reserves policy - restricted funds

Restricted funds are managed rigorously and are not allowed to become negative.

If a restricted fund experiences clawback then such a clawback is funded out of unrestricted funds and not restricted funds.

Financial review – MCDT Group

Investments and group companies

Parkway Business Centre Limited continues to generate profits to help support the activities of MCDT. The Quadrant continues to build a reputation as the premier serviced office space provider in the Sheffield area.

Parkway Business Centre Limited generated an operating profit of £66,934 and its total profit for 2020/2021 was £nil. Due to its highly geared nature Parkway Business Centre Limited incurred interest charges of £38,325. It is continuing to benefit from the static interest rates in the economy. Net assets at 31 March 2021 were £636,908.

Managing Locally Limited, a small trading subsidiary, generated a profit of £58,601 in 2020/2021. Net assets at 31 March 2021 were £309,376.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

It is the policy of the group that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the group's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the group is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees consider that the group is exposed to several significant risks. These risks are assessed by the Senior Staff Team and The Board and a formal risk register is collated annually and reviewed regularly. Given the dynamism of the sector in which the group operates the ongoing risk profile is continually assessed by The Senior Staff Team who report accordingly to The Board.

Charity Governance Code for Larger Charities 2017

The Trustees have undertaken a comprehensive review of the Boards performance, measured against the Seven Principles contained in the recently published Charity Governance Code for Larger Charities 2017. A Paper was presented to the Board in September 2017 with an evaluation of how the Trust Board was delivering against the key outcomes recommended. The Board trustees contributed to the evaluation. Overall MCDT meets the vast majority of the key outcomes. The review has identified areas in which the Trust Board could improve and the CEO developed an Action Plan to address those areas and the Board has started to implement the recommendations. The Board will review annually.

The Board are committed to ensuring that the Community Development and Engagement Team continue to deliver community engagement services. The activities of this team are the core reason for MCDT's existence. The Board review the purpose and structure of the development activity regularly.

The Board are committed to pursuing projects complementary to our objectives and to maximise the return on our assets.

COVID-19

Towards the end of the financial year the pandemic led to a National Lockdown. MCDT moved quickly to establish itself as a Community Hub, offering practical support including shopping, food parcels and prescription collection for people shielding and self-isolating. We also offered Keep In Touch calls to support people who were socially isolated and / or dealing with mental health issues. We took our first referral on 24 March 2020. All staff were prepared to work from home the day after lockdown was announced and were able to continue to support remotely their existing clients, either by phone, social media, text messaging or Zoom. The contracts we had won were honoured and most staff employed to deliver the social objectives continued to work including the health and wellbeing, advocacy and employment teams.

We also kept the nursery open to provide vital childcare for keyworkers and we started to take children from other pre-school settings as those settings started to close. We produced our COVID-19 Risk Assessments within the early stages of the pandemic, reviewed by our H&S expert and signed off by the CEO. The referrals mainly came from the GP practices we are in partnership with and we co-designed a COVID-19 social prescription to monitor demand and needs. At the end of the financial year we had set ourselves up to be able to fulfil our social objectives albeit in a different way.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Our trading subsidiary Parkway Business Centre Limited has also been affected with a number of tenants leaving, the effect of which has been to reduce our source of unrestricted trading income. However we have put a number of measures in place and the layout of the Quadrant lends itself to social distancing and the higher level of cleanliness required. Although we are down on our normal occupancy, past history and the continued number of enquiries despite the lockdown mean that we expect tenant numbers to bounce back relatively quickly once conditions allow.

The charity has also been successful in raising considerable grant funding for our charitable activities and we have an excellent track record, both in raising funds and delivering the projects. We expect this to continue and with our partnerships across the city mean we are as well placed moving forwards.

Structure, governance and management

The organisation ('MCDT') is legally constituted as a company limited by guarantee and is governed by a Memorandum and Articles of Association. The company registered as a charity on 13 March 2008.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

K Curran

Y S Bramall

D M Lawton

K Crawshaw

R Dowling

T L Fox (Resigned on 12 July 2021)

Dr A J E Barnes

S Mair-Richards (Appointed on 16 December 2020)

The group is governed by a Board of non-executive trustees/directors ('non executives'). There are up to 12 non-executive positions available and The Board is split into four groups of non-executives, these are:

- Private sector representatives, recruited on the basis of expertise useful to the Boards strategy.
- Sheffield City Council representatives, nominated by the Council.
- Community sector representatives, nominated by the Community Forums.
- Co-optees.

All Board decisions must be ratified by all four groups of non-executives. Detailed provisions exist that control the appointment and removal of non-executives but the overriding aim of The Board is to work as a partnership between all four groups. The group offers support and training to all of its non-executives to assist them in fulfilling their roles.

Currently there is not an agreed length of time trustees are appointed to in the mem and articles. The Board is a partnership designed to reflect the range of stakeholders with an interest in the success of the neighbourhood. The partners are subject to different recruitment processes unique to the organisation's constitution. Turnover of Board members is low and this provides continuity and corporate memory. There is a growing issue in Sheffield as a city in attracting and retaining trustees to boards. MCDT is in a relatively good position in that we are attracting new trustees that meet the organisations needs going forward.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

The Senior Staff Team and Senior Management Team

During the year the day to day management of MCDT was delegated to a Senior Staff Team comprising of a Chief Executive Officer and a non-statutory Finance Director. The Senior Management Team is supported by a committee structure that draws on the expertise from the Trustees:

- Finance and Development committee (bi-monthly).
- Delivery and Performance committee (quarterly).
- HR committee (as and when required).

The committees report to the Board any recommendations for action. The delivery structure of the Trust is such that each business unit has a senior member of staff managing the day to day delivery. The CEO, line managers and the senior team meets quarterly.

Group structure

MCDT has two wholly owned subsidiary companies Parkway Business Centre Limited (PBCL) and Managing Locally Limited (MLL). Both companies are trading companies with the object to gift aid any surplus profits to support the charitable activities of MCDT. Parkway Business Centre Limited owns and operates The Quadrant, a prestigious 37,000 square foot service office accommodation complex in Sheffield. Managing Locally Limited owns and manages the property portfolio built up by MCDT. The governance structures of MCDT mean that The Board of MCDT can directly control the trading subsidiaries via The Senior Staff Team.

MCDT is a partner with Sheffield Wildlife Trust in The Green Estate Community Interest Company (formerly The Green Estate Limited). MCDT has control of a third of the voting rights of The Green Estate Community Interest Company and exercise this control by the MCDT Chief Executive Officer sitting on the board of The Green Estate Community Interest Company. MCDT Board also nominates an alternate director who sits on The Green Estate Community Interest Company Board in a non-voting advisory capacity.

Disclosure of information to auditors

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The trustees' report was approved by the Board of Trustees.

Y S Bramall

Trustee

15 December 2021

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

The trustees, who are also the directors of Manor and Castle Development Trust Limited for the purpose of company law, are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the group for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation; and
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

Opinion

We have audited the financial statements of Manor and Castle Development Trust Limited ("the charitable company") for the year ended 31 March 2021 which comprise the consolidated Statement of Financial Activities, the parent Statement of Financial Activities, the consolidated Balance Sheet, the parent Balance Sheet, the consolidated Statement of Cash Flows, the parent Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group and the parent charitable company's affairs as at 31 March 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF MANOR AND CASTLE DEVELOPMENT TRUST LIMITED (CONTINUED)

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees Report (incorporating the Strategic Report and the Directors' Report for the purposes of company law) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees Report (incorporating the Strategic Report and the Directors' Report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report (including the Strategic Report).

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF MANOR AND CASTLE DEVELOPMENT TRUST LIMITED (CONTINUED)

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Based on our understanding of the charity and the sector in which it operates, we identified the principal risks of non-compliance with laws and regulations related to the acts by the charity, which were contrary to applicable laws and regulations including fraud, and we considered the extent to which non-compliance might have a material effect on the accounts. We also considered those laws and regulations that have a direct impact on the preparation of the accounts such as the Companies Act 2006. We evaluated management's incentives and opportunities for fraudulent manipulation of the accounts (including the risk of override of controls), and determined that the principal risks were related to inflated revenue and the charity's net income for the year.

Audit procedures included: review of the accounts disclosures to underlying supporting documentation, review of correspondence with legal advisors, review of journals, testing of cut off, testing the leases with tenants in the subsidiary companies, testing the validity and completeness of income, review of the bad debt provisions, reviewing the valuations of investment properties, testing the validity of debtors and testing creditors, accruals and deferred income for understatement. Management were also questioned and minutes of meetings were reviewed.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the accounts, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Roland Givans (Senior Statutory Auditor)
for and on behalf of UHY Hacker Young

Chartered Accountants
Statutory Auditor

Dated: 15 December 2021

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Income from:							
Donations and legacies	3	408,006	68,382	476,388	73,087	125,408	198,495
Charitable activities	4	1,016,101	213,150	1,229,251	1,162,537	30,090	1,192,627
Other trading activities	5	673,534	-	673,534	958,514	-	958,514
Investments	6	<u>29,871</u>	<u>-</u>	<u>29,871</u>	<u>31,610</u>	<u>-</u>	<u>31,610</u>
Total income		<u>2,127,512</u>	<u>281,532</u>	<u>2,409,044</u>	<u>2,225,748</u>	<u>155,498</u>	<u>2,381,246</u>
Expenditure on:							
Raising funds	7	563,647	-	563,647	707,236	-	707,236
Charitable activities	8	<u>1,503,096</u>	<u>225,232</u>	<u>1,728,328</u>	<u>1,547,318</u>	<u>157,127</u>	<u>1,704,445</u>
Total resources expended		<u>2,066,743</u>	<u>225,232</u>	<u>2,291,975</u>	<u>2,254,554</u>	<u>157,127</u>	<u>2,411,681</u>
Net incoming/(outgoing) resources before transfers		60,769	56,300	117,069	(28,806)	(1,629)	(30,435)
Gross transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>88,339</u>	<u>(88,339)</u>	<u>-</u>
Net income for the year/ Net movement in funds		60,769	56,300	117,069	59,533	(89,968)	(30,435)
Share of operating (loss)/ profit in joint venture		<u>(8,542)</u>	<u>-</u>	<u>(8,542)</u>	<u>4,859</u>	<u>-</u>	<u>4,859</u>
Net movement in funds for the group and its share of joint venture		52,227	56,300	108,527	64,392	(89,968)	(25,576)
Fund balances at 1 April 2020		<u>2,885,642</u>	<u>823,713</u>	<u>3,709,355</u>	<u>2,821,250</u>	<u>913,681</u>	<u>3,734,931</u>
Fund balances at 31 March 2021		<u>2,937,869</u>	<u>880,013</u>	<u>3,817,882</u>	<u>2,885,642</u>	<u>823,713</u>	<u>3,709,355</u>

The statement of financial activities also complies with the requirements for and income and expenditure account under the Companies Act 2006.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

PARENT STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Income from:							
Donations and legacies	3	408,006	68,382	476,388	73,087	125,408	198,495
Charitable activities	4	1,227,931	213,150	1,441,081	1,565,548	30,090	1,595,638
Investments	6	<u>100,854</u>	<u>-</u>	<u>100,854</u>	<u>62,354</u>	<u>-</u>	<u>62,354</u>
Total income		<u>1,736,791</u>	<u>281,532</u>	<u>2,018,323</u>	<u>1,700,989</u>	<u>155,498</u>	<u>1,856,487</u>
Expenditure on:							
Charitable activities	8	<u>1,677,667</u>	<u>225,232</u>	<u>1,902,899</u>	<u>1,729,795</u>	<u>157,127</u>	<u>1,886,922</u>
Total resources expended		<u>1,677,667</u>	<u>225,232</u>	<u>1,902,899</u>	<u>1,729,795</u>	<u>157,127</u>	<u>1,886,922</u>
Net incoming/(outgoing) resources before transfers		59,124	56,300	115,424	(28,806)	(1,629)	(30,435)
Gross transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>88,339</u>	<u>(88,339)</u>	<u>-</u>
Net income for the year/ Net movement in funds		59,124	56,300	115,424	59,533	(89,968)	(30,435)
Fund balances at 1 April 2020		<u>1,322,305</u>	<u>823,713</u>	<u>2,146,018</u>	<u>1,262,772</u>	<u>913,681</u>	<u>2,176,453</u>
Fund balances at 31 March 2021		<u>1,381,429</u>	<u>880,013</u>	<u>2,261,442</u>	<u>1,322,305</u>	<u>823,713</u>	<u>2,146,018</u>

The statement of financial activities also complies with the requirements for and income and expenditure account under the Companies Act 2006.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

CONSOLIDATED BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	13	1,008,080	1,045,619
Investment properties	14	3,766,065	3,780,648
Investments	15	-	-
Investments in joint venture:			
Share of gross assets		904,699	908,309
Share of gross liabilities		(764,541)	(759,609)
		<u>140,158</u>	<u>148,700</u>
		4,914,303	4,974,967
Current assets			
Stock		516	2,020
Debtors	17	66,647	127,967
Cash at bank and in hand		<u>1,063,513</u>	<u>1,002,360</u>
		1,130,676	1,132,347
Creditors: amounts falling due within one year	19	<u>(371,616)</u>	<u>(421,368)</u>
Net current assets		<u>759,060</u>	<u>710,979</u>
Total assets less current liabilities		5,673,363	5,685,946
Creditors: amounts falling due after more than one year	20	<u>(1,855,481)</u>	<u>(1,976,591)</u>
Net assets		<u>3,817,882</u>	<u>3,709,355</u>
Income funds			
Restricted funds	22	880,013	823,713
<u>Unrestricted funds</u>			
Retained within the charity		1,390,051	1,330,926
Retained within non-charitable subsidiaries		<u>1,367,269</u>	<u>1,374,167</u>
		2,757,320	2,705,093
Revaluation reserve retained within the charity	29	<u>180,549</u>	<u>180,549</u>
		<u>2,937,869</u>	<u>2,885,642</u>
		<u>3,817,882</u>	<u>3,709,355</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

**CONSOLIDATED BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021**

The accounts were approved by the board of directors and authorised for issue on 15 December 2021 and are signed on its behalf by:

Y S Bramall
Trustee

Company Registration No. 3427303

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

PARENT BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	13	947,545	961,986
Investment properties	14	466,550	466,550
Investments	15	<u>4</u>	<u>4</u>
		1,414,099	1,428,540
Current assets			
Debtors	17	826,223	781,239
Cash at bank and in hand		<u>770,494</u>	<u>796,357</u>
		1,596,717	1,577,596
Creditors: amounts falling due within one year	19	<u>(148,810)</u>	<u>(239,554)</u>
Net current assets		<u>1,447,907</u>	<u>1,338,042</u>
Total assets less current liabilities		2,862,006	2,766,582
Creditors: amounts falling due after more than one year	20	<u>(600,564)</u>	<u>(620,564)</u>
Net assets		<u>2,261,442</u>	<u>2,146,018</u>
Income funds			
Restricted funds	22	880,013	823,713
<u>Unrestricted funds</u>			
Revaluation reserve	29	180,549	180,549
Other charitable funds		<u>1,200,880</u>	<u>1,141,756</u>
		1,381,429	1,322,305
		<u>2,261,442</u>	<u>2,146,018</u>

The accounts were approved by the board of directors and authorised for issue on 15 December 2021 and are signed on its behalf by:

Y S Bramall
Trustee

Company Registration No. 3427303

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	24	113,724	77,402
Investing activities			
Purchase of tangible fixed assets		(4,207)	(15,638)
Purchase of investment property		—	(6,850)
Net cash used in investing activities		(4,207)	(22,488)
Financing activities			
Payment of obligations under finance leases		(275)	(330)
Repayment of loans		(48,089)	(84,750)
Net cash used in financing activities		(48,364)	(85,080)
Net increase/(decrease) in cash and cash equivalents		61,153	(30,166)
Cash and cash equivalents at beginning of year		<u>1,002,360</u>	<u>1,032,526</u>
Cash and cash equivalents at end of year		<u>1,063,513</u>	<u>1,002,360</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

PARENT CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	£	2021 £	£	2020 £
Cash flows from operating activities					
Cash absorbed by operations	24		(39,577)		(92,721)
Investing activities					
Purchase of tangible fixed assets		(37)		(1,794)	
Interest received		<u>14,026</u>		<u>12,601</u>	
Net cash generated from investing activities			13,989		10,807
Financing activities					
Payment of obligations under finance leases		<u>(275)</u>		<u>(330)</u>	
Net cash used in financing activities			<u>(275)</u>		<u>(330)</u>
Net decrease in cash and cash equivalents			(25,863)		(82,244)
Cash and cash equivalents at beginning of year			<u>796,357</u>		<u>878,601</u>
Cash and cash equivalents at end of year			<u>770,494</u>		<u>796,357</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Company information

Manor and Castle Development Trust Limited is a private company limited by guarantee, incorporated in England and Wales. The registered office is Norfolk House, Stafford Lane, Sheffield, South Yorkshire, S2 5HR.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The group accounts comprise the accounts of the charitable company and its subsidiaries made up to the end of the financial year. The accounts have been consolidated on a line by line basis as recommended by the Statement of Recommended Practice, "Accounting and Reporting by Charities".

The accounts are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future. In making that assessment, the trustees have specifically considered the impact of the coronavirus on the operation of the charitable company, alongside actions taken to mitigate that impact. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

1.4 Incoming resources

Income is recognised when the group is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

Legacies are recognised on receipt or otherwise if the group has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.5 Resources expended

Resources expended are recognised in the year in which they are incurred.

Costs of generating funds includes those costs incurred by the group during its activities for generating voluntary income.

Charitable activities comprises those costs incurred by the group in the delivery of its activities and services for its beneficiaries. It includes grants made to projects and individuals, costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure payable to projects is included based on the date that individual projects' expenditure has been incurred, rather than the date that the grants are defrayed to the projects.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the group and include the audit fees and costs linked to the strategic management of the group.

All costs are allocated between the expenditure categories in the Statement of Financial Activities on a basis designed to reflect the use of the resource, and include irrecoverable VAT.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land is not depreciated

Freehold buildings	Straight line over 50 years
Leasehold property	Straight line over 2 to 50 years
Plant and machinery	33.33% straight line
Fixtures, fittings and equipment	15% or 33.33% straight line
Computers and office equipment	33.33% reducing balance
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

1.7 Investment properties

Investment property, which is property held to earn rentals and/or for capital appreciation, is measured using the fair value model and stated at its fair value as the reporting end date. The surplus or deficit on revaluation is recognised in net income/(expenditure) for the year.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the group. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.9 Impairment of fixed assets

At each reporting end date, the group reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure) for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The group has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised when the group becomes party to the contractual provisions of the instrument.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

Financial assets are offset, with the net amounts presented in the accounts when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in net income/(expenditure), except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Impairment of financial assets

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the group transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Other financial liabilities

Derivatives, including interest rate swaps and forward foreign exchange contracts, are not basic financial instruments. Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their fair value. Changes in the fair value of derivatives are recognised in finance costs or finance income as appropriate, unless hedge accounting is applied and the hedge is a cash flow hedge.

Derecognition of financial liabilities

Financial liabilities are derecognised when the group's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is not recognised in the period, but is recognised when the holiday entitlement has been taken.

Termination benefits are recognised immediately as an expense when the group is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the asset's fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements.

The interest is charged to net income/(expenditure) for the year so as to produce a constant periodic rate of interest on the remaining balance of the liability.

2 Critical accounting estimates and judgements

In the application of the group's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods. There are no judgements or estimates which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

3 Donations and legacies

	Group					
	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Donations and gifts	6,006	-	6,006	4,193	937	5,130
Grants receivable for core activities	<u>402,000</u>	<u>68,382</u>	<u>470,382</u>	<u>68,894</u>	<u>124,471</u>	<u>193,365</u>
	<u>408,006</u>	<u>68,382</u>	<u>476,388</u>	<u>73,087</u>	<u>125,408</u>	<u>198,495</u>
Donations and gifts						
Other donations	<u>6,006</u>	<u>-</u>	<u>6,006</u>	<u>4,193</u>	<u>937</u>	<u>5,130</u>
	<u>6,006</u>	<u>-</u>	<u>6,006</u>	<u>4,193</u>	<u>937</u>	<u>5,130</u>
Grants receivable for core activities						
Coronavirus job retention scheme income	72,083	-	72,083	-	-	-
Other non-performance related grants	<u>329,917</u>	<u>68,382</u>	<u>398,299</u>	<u>68,894</u>	<u>124,471</u>	<u>193,365</u>
	<u>402,000</u>	<u>68,382</u>	<u>470,382</u>	<u>68,894</u>	<u>124,471</u>	<u>193,365</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

3 Donations and legacies (continued)

	Company					
	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Donations and gifts	6,006	-	6,006	4,193	937	5,130
Grants receivable for core activities	<u>402,000</u>	<u>68,382</u>	<u>470,382</u>	<u>68,894</u>	<u>124,471</u>	<u>193,365</u>
	<u>408,006</u>	<u>68,382</u>	<u>476,388</u>	<u>73,087</u>	<u>125,408</u>	<u>198,495</u>
Donations and gifts						
Other donations	<u>6,006</u>	<u>-</u>	<u>6,006</u>	<u>4,193</u>	<u>937</u>	<u>5,130</u>
	<u>6,006</u>	<u>-</u>	<u>6,006</u>	<u>4,193</u>	<u>937</u>	<u>5,130</u>
Grants receivable for core activities						
Coronavirus job retention scheme income	72,083	-	72,083	-	-	-
Other non-performance related grants	<u>329,917</u>	<u>68,382</u>	<u>398,299</u>	<u>68,894</u>	<u>124,471</u>	<u>193,365</u>
	<u>402,000</u>	<u>68,382</u>	<u>470,382</u>	<u>68,894</u>	<u>124,471</u>	<u>193,365</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Sales within charitable activities	613,060	571,595	824,890	974,606
Services provided under contract	464,028	364,123	464,028	364,123
Performance related grants	133,317	236,200	133,317	236,200
Property rental from charitable objects	17,317	18,203	17,317	18,203
Other property income	<u>1,529</u>	<u>2,506</u>	<u>1,529</u>	<u>2,506</u>
	<u>1,229,251</u>	<u>1,192,627</u>	<u>1,441,081</u>	<u>1,595,638</u>
Analysis by fund				
Unrestricted funds	1,016,101	1,162,537	1,227,931	1,565,548
Restricted funds	<u>213,150</u>	<u>30,090</u>	<u>213,150</u>	<u>30,090</u>
	<u>1,229,251</u>	<u>1,192,627</u>	<u>1,441,081</u>	<u>1,595,638</u>
Performance related grants				
Sheffield City Council – Work Club	1,400	186,601	1,400	186,601
CSF Recruitment	-	40,000	-	40,000
Dementia Best Start	-	9,599	-	9,599
Keyworker project	<u>131,917</u>	<u>-</u>	<u>131,917</u>	<u>-</u>
	<u>133,317</u>	<u>236,200</u>	<u>133,317</u>	<u>236,200</u>

5 Other trading activities

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Income generated by subsidiaries	<u>673,534</u>	<u>958,514</u>	<u>-</u>	<u>-</u>
	<u>673,534</u>	<u>958,514</u>	<u>-</u>	<u>-</u>

All other trading activities are unrestricted.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

6 Investments

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Rental income on investment properties	29,871	31,610	29,871	31,610
Income from unlisted investments	-	-	14,026	18,143
Interest receivable from subsidiaries	-	-	56,957	12,601
Other interest receivable	-	-	-	-
	<u>29,871</u>	<u>31,610</u>	<u>100,854</u>	<u>62,354</u>

All investment income is unrestricted.

7 Raising funds

Group	Staff costs £	Depreciation and fair value gains £	Other costs £	Total 2021 £	Staff costs £	Depreciation and fair value gains £	Other costs £	Total 2020 £
Costs incurred by subsidiaries	<u>154,059</u>	<u>27,268</u>	<u>382,320</u>	<u>563,647</u>	<u>160,652</u>	<u>27,286</u>	<u>519,298</u>	<u>707,236</u>
	<u>154,059</u>	<u>27,268</u>	<u>382,320</u>	<u>563,647</u>	<u>160,652</u>	<u>27,286</u>	<u>519,298</u>	<u>707,236</u>

All costs for raising funds are unrestricted and there were no such costs in the company.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Staff costs	1,244,122	1,250,420	1,398,181	1,411,072
Depreciation and impairment	14,478	14,923	14,478	14,923
Regeneration project costs	261,426	162,274	261,426	162,274
BEST costs	20,146	32,785	20,146	32,785
Signpost costs	-	3,899	-	3,899
Sure Start costs	49,013	64,143	49,013	64,143
Other project costs	45,803	52,130	46,043	54,062
Premises costs	15,057	30,526	32,703	48,809
Travelling costs	3,089	6,253	3,089	6,261
Administration costs	30,942	30,571	33,568	32,173
Bad and doubtful debts	397	12,584	397	12,584
Legal and professional fees	<u>23,155</u>	<u>23,187</u>	<u>23,155</u>	<u>23,187</u>
	1,707,628	1,683,695	1,882,199	1,866,172
Grant funding of activities (see note 9)	10,000	10,000	10,000	10,000
Share of governance costs (see note 10)	<u>10,700</u>	<u>10,750</u>	<u>10,700</u>	<u>10,750</u>
	<u>1,728,328</u>	<u>1,704,445</u>	<u>1,902,899</u>	<u>1,886,922</u>
Analysis by fund				
Unrestricted funds	1,503,096	1,547,318	1,677,667	1,729,795
Restricted funds	<u>225,232</u>	<u>157,127</u>	<u>225,232</u>	<u>157,127</u>
	<u>1,728,328</u>	<u>1,704,445</u>	<u>1,902,899</u>	<u>1,886,922</u>

Governance costs includes amounts payable to the auditors of £4,200 (2020: £4,250) for audit fees and £6,500 (2020: £6,500) for other services. The cost of raising funds includes payments to the auditors of £5,000 (2020: £5,000) for audit fees and £2,650 (2020: £2,650) for other services.

9 Grants payable

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Estate/Property Management				
Grants to institutions (1 grant):				
The Green Estate Community Interest Company	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

10 Governance costs

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Audit and accountancy fees	<u>10,700</u>	<u>10,750</u>	<u>10,700</u>	<u>10,750</u>
	<u>10,700</u>	<u>10,750</u>	<u>10,700</u>	<u>10,750</u>
Analysed between charitable activities	<u>10,700</u>	<u>10,750</u>	<u>10,700</u>	<u>10,750</u>

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, and none of them were reimbursed any expenses.

12 Employees

Number of employees

The average monthly number of employees during the year was:

	Group		Company	
	2021	2020	2021	2020
	Number	Number	Number	Number
Regeneration and administrative staff	69	67	79	77
Executive Management	2	2	2	2
Trustees	7	9	7	9
Generation of funds by subsidiaries	<u>10</u>	<u>10</u>	<u>-</u>	<u>-</u>
	<u>88</u>	<u>88</u>	<u>88</u>	<u>88</u>

Employment costs

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Wages and salaries	1,109,827	1,112,313	1,263,886	1,272,965
Social security costs	74,527	76,800	74,527	76,800
Other pension costs	<u>59,768</u>	<u>61,307</u>	<u>59,768</u>	<u>61,307</u>
	<u>1,244,122</u>	<u>1,250,420</u>	<u>1,398,181</u>	<u>1,411,072</u>

There were no employees whose annual remuneration was £60,000 or more (2020: none)

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Tangible fixed assets

	Freehold land and buildings £	Long leasehold buildings £	Fixtures, fittings and equipment £	Total £
Group				
Cost or valuation				
At 1 April 2020	400,000	812,400	381,567	1,593,967
Additions	<u>-</u>	<u>37</u>	<u>4,170</u>	<u>4,207</u>
At 31 March 2021	<u>400,000</u>	<u>812,437</u>	<u>385,737</u>	<u>1,598,174</u>
Depreciation and impairment				
At 1 April 2020	-	255,697	292,651	548,348
Charge for the year	<u>-</u>	<u>12,329</u>	<u>29,417</u>	<u>41,746</u>
At 31 March 2021	<u>-</u>	<u>268,026</u>	<u>322,068</u>	<u>590,094</u>
Carrying amount				
At 31 March 2021	<u>400,000</u>	<u>544,411</u>	<u>63,669</u>	<u>1,008,080</u>
At 31 March 2020	<u>400,000</u>	<u>556,703</u>	<u>88,916</u>	<u>1,045,619</u>

At 31 March 2021, had the revalued freehold land and buildings assets been carried at historic cost less accumulated depreciation and accumulated impairment losses, their carrying amount would have been approximately £426,920 (2020: £426,920).

The freehold land and buildings were valued externally by Hale Saunders Chartered Surveyors, on an open market basis. The property was valued in September 2010, and had a valuation of £400,000.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Tangible fixed assets (continued)

Company	Freehold land and buildings £	Long leasehold buildings £	Fixtures and fittings £	Office equipment £	Total £
Cost or valuation					
At 1 April 2020	400,000	812,400	10,631	7,656	1,230,687
Additions	-	37	-	-	37
At 31 March 2021	<u>400,000</u>	<u>812,437</u>	<u>10,631</u>	<u>7,656</u>	<u>1,230,724</u>
Depreciation and impairment					
At 1 April 2020	-	255,697	6,458	6,546	268,701
Charge for the year	-	12,329	1,595	554	14,478
At 31 March 2021	<u>-</u>	<u>268,026</u>	<u>8,053</u>	<u>7,100</u>	<u>283,179</u>
Carrying amount					
At 31 March 2021	<u>400,000</u>	<u>544,411</u>	<u>2,578</u>	<u>556</u>	<u>947,545</u>
At 31 March 2020	<u>400,000</u>	<u>556,703</u>	<u>4,173</u>	<u>1,110</u>	<u>961,986</u>

At 31 March 2021, had the revalued freehold land and buildings assets been carried at historic cost less accumulated depreciation and accumulated impairment losses, their carrying amount would have been approximately £426,920 (2020: £426,920).

The freehold land and buildings were valued externally by Hale Saunders Chartered Surveyors, on an open market basis. The property was valued in September 2010, and had a valuation of £400,000.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

14 Investment property

	Group investment properties £	Company investment properties £
Fair value		
At 1 April 2020	3,780,648	466,550
Fair value gains and losses on investment properties	<u>(14,583)</u>	<u>-</u>
Market value at 31 March 2021	<u>3,766,065</u>	<u>466,550</u>

The investment properties are held to provide an investment return for the group and are held in the UK.

The valuations of the investment properties in Manor and Castle Development Trust Limited were made in April 2010 externally by Hale Saunders Chartered Surveyors, on an open market basis. Additions since then have been included at cost.

The valuation of the investment property in Parkway Business Centre Limited was made in June 2015 externally by Scanlans Consultant Surveyors LLP, on an open market basis.

The valuation of the investment properties in Managing Locally Limited were based on independent valuations. A professional valuation on some of the company's investment properties were made in November 2018 externally by Mark Bennett Associates Limited, Chartered Surveyors, on an open market basis. This valued the investment properties at £720,000. The remaining investment property has been valued on the basis of a valuation made in June 2010 externally by Hale Saunders Chartered Surveyors, on an open market basis. This valued the remaining investment property at £20,000.

The directors review all valuations on an annual basis and consider any significant changes in the valuations of the properties, based on the nature and location of the properties and the underlying rentals charged.

Yorkshire Forward have a charge over the investment property in Parkway Business Centre Limited in respect of any grant income that becomes repayable by that company. The original amount of the Yorkshire Forward grant was £2,600,000.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

15 Fixed assets investments

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Investment in subsidiaries	=	=	<u>4</u>	<u>4</u>
	=	=	<u>4</u>	<u>4</u>

Holdings of more than 10%

The charitable company holds more than 10% of the share capital/voting rights of the following companies:

Company		Shares held	
	Company number	Class	%
Subsidiary undertakings			
Parkway Business Centre Limited	04617006	Ordinary	100
Managing Locally Limited	04115551	Ordinary	100
Joint venture			
The Green Estate Community Interest Company	04801730	Voting rights	33

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

	Principal activities	Capital and Reserves £	Profit for the year £
Parkway Business Centre Limited	Property management	636,908	-
Managing Locally Limited	Regeneration consultancy	309,376	58,601
The Green Estate Community Interest Company	Greenspace maintenance and regeneration	420,474	68,658

All subsidiaries are included in these consolidated accounts, which are operated to generate funds for the charity.

The figures stated above for The Green Estate Community Interest Company are those for year ended 31 December 2020.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

15 Fixed assets investments (continued)

The results of the charitable company's subsidiaries for the year ended 31 March 2021 are summarised as:

	Parkway Business Centre Limited	Managing Locally Limited
	£	£
Turnover	611,017	83,028
Cost of sales	(109,937)	(4,948)
Administrative expenses	(434,146)	(21,123)
Operating profit	66,934	56,957
Fair value gains and losses on investment properties	(14,583)	-
Interest receivable	-	-
Interest payable	(52,351)	-
Profit before taxation	-	56,957
Taxation	-	1,644
Profit after taxation	-	58,601
Aggregate assets	2,816,585	857,633
Aggregate liabilities	(2,179,677)	(548,257)
Aggregate funds	636,908	309,376
Tax losses available to carry forward against future trading profits and non trading loan relationship surpluses		
31 March 2021	204,000	21,000
31 March 2020	204,000	21,000

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

15 Fixed assets investments (continued)

The charitable company's share of its joint ventures for the year ended 31 December 2020 is summarised as:

	The Green Estate Community Interest Company £
Turnover	1,901,811
Cost of sales	<u>(1,766,545)</u>
Gross profit	135,266
Administrative expenses	(617,037)
Other operating income	<u>506,311</u>
Operating profit	24,540
Interest receivable	-
Interest payable	<u>(1,973)</u>
Profit before taxation	22,567
Taxation	<u>46,091</u>
Profit after taxation	<u>68,658</u>
Fixed assets	2,093,746
Current assets	<u>620,351</u>
Aggregate assets	<u>2,714,097</u>
Liabilities due under one year	(503,337)
Liabilities due over one year	<u>(1,790,286)</u>
Aggregate liabilities	<u>(2,293,623)</u>
Profit and loss account	<u>420,474</u>

The principal place of business for the charitable company's joint venture, The Green Estate Community Interest Company, is Manor Oaks Farmhouse, 389 Manor Lane, Sheffield S2 1UH.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

16 Financial instruments

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Carrying amount of financial assets				
Debt instruments measured at amortised cost	1,107,386	1,101,128	1,587,700	1,557,899
Equity instruments measured at cost less impairment	<u>-</u>	<u>-</u>	<u>4</u>	<u>4</u>
	<u>1,107,386</u>	<u>1,101,128</u>	<u>1,587,704</u>	<u>1,557,903</u>
Carrying amount of financial liabilities				
Measured at amortised cost	<u>2,214,311</u>	<u>2,383,014</u>	<u>739,718</u>	<u>841,681</u>

17 Debtors

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Trade debtors	39,229	86,748	34,511	61,368
Amounts owed by group undertakings	-	-	778,567	690,174
Other debtors	4,128	10,000	4,128	10,000
Prepayments and accrued income	<u>23,290</u>	<u>31,219</u>	<u>9,017</u>	<u>19,697</u>
	<u>66,647</u>	<u>127,967</u>	<u>826,223</u>	<u>781,239</u>

Amounts owed by group undertakings include a loan to a trading subsidiary of £667,500 (including interest) (2020: £667,500). Interest is payable on any balance outstanding at the end of the year at 3% above base rate and there are no fixed repayment terms.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

18 Finance lease commitments

Future minimum lease payments due under finance leases:

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Within one year	-	275	-	275
Within two and five years	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>275</u>	<u>-</u>	<u>275</u>

19 Creditors: amounts falling due within one year

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Bank loans and overdrafts	98,192	45,171	-	-
Obligations under finance leases	-	275	-	275
Trade creditors	27,933	53,587	11,695	16,979
Amounts owed to group undertakings	-	-	-	10,857
Other taxes and social security costs	12,786	14,945	9,656	18,437
Other creditors	124,366	113,584	83,479	59,650
Accruals and deferred income	<u>108,339</u>	<u>193,806</u>	<u>43,980</u>	<u>133,356</u>
	<u>371,616</u>	<u>421,368</u>	<u>148,810</u>	<u>239,554</u>

Included in other creditors is £60,000 owed to Sheffield City Council (2020: £40,000).

Sheffield City Council has a charge over the land and buildings of Managing Locally Limited, a subsidiary company of the charity, in respect of money owed to the council by the Manor and Castle Development Trust group.

The bank loan is secured by a fixed and floating charge over the property of Parkway Business Centre Limited, valued at £2.601m.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

20 Creditors: amounts falling due after more than one year

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Bank loans and overdrafts	1,062,542	1,163,652	-	-
Obligations under finance leases	-	-	-	-
Other creditors	<u>792,939</u>	<u>812,939</u>	<u>600,564</u>	<u>620,564</u>
	<u>1,855,481</u>	<u>1,976,591</u>	<u>600,564</u>	<u>620,564</u>
Analysis of loans				
Not wholly repayable within five years by instalments	636,915	775,246	-	-
Wholly repayable within five years	<u>523,819</u>	<u>433,577</u>	-	-
	1,160,734	1,208,823	-	-
Included in current liabilities	<u>(98,192)</u>	<u>(45,171)</u>	-	-
	<u>1,062,542</u>	<u>1,163,652</u>	-	-
Instalments not due within five years	<u>636,915</u>	<u>775,246</u>	-	-

The bank loan is secured by a fixed and floating charge over the property of Parkway Business Centre Limited. The other creditor is secured by a charge over the land owned by Parkway Business Centre Limited. The value of the property and land in Parkway Business Centre Limited is £2.601m.

Included in other creditors is £600,564 owed to Sheffield City Council (2020: £620,564).

Sheffield City Council has a charge over the land and buildings of Managing Locally Limited, a subsidiary company of the charity, in respect of money owed to the council by the Manor and Castle Development Trust group.

21 Retirement benefit schemes

Defined contribution

The group operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the group in an independently administered fund.

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Contributions payable for the year	<u>59,768</u>	<u>61,307</u>	<u>59,768</u>	<u>61,307</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

22 Restricted funds

The income funds of the group include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Group and Company movement in funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Sure Start	373,100	-	(10,660)	-	362,440	-	(10,660)	-	351,780
Integrated Development Plan	65,645	-	-	-	65,645	-	-	-	65,645
Yorkshire Forward	115,250	-	-	-	115,250	-	-	-	115,250
Steel Inn Land Aid	106,246	-	-	-	106,246	-	-	-	106,246
Other regeneration grants	<u>253,440</u>	<u>155,498</u>	<u>(146,467)</u>	<u>(88,339)</u>	<u>174,132</u>	<u>281,532</u>	<u>(214,572)</u>	<u>-</u>	<u>241,092</u>
	<u>913,681</u>	<u>155,498</u>	<u>(157,127)</u>	<u>(88,339)</u>	<u>823,713</u>	<u>281,532</u>	<u>(225,232)</u>	<u>-</u>	<u>880,013</u>

The Holiday Hunger project is funded by the Council to distribute to groups who put on free activities and food in the school holidays. The project is to benefit children who get free school meals who might otherwise go hungry during the holidays.

The Woodthorpe and Wybourn Sure Start project provides Early Years childcare and associated outreach and support services. All income and expenditure relating to this project is shown in the Sure Start restricted fund.

MCDT is the Accountable Body for the Coal and Steel Areas Integrated Development Plan, a £42 million scheme predominantly funded by Objective 1 and Yorkshire Forward regenerating areas of South Yorkshire impacted detrimentally by the demise of the coal and steel industries. All income and expenditure relating to this project is shown in the Integrated Development Plan restricted fund.

The Yorkshire Forward funding relates to the proceeds of the sale of Harborough Avenue, an asset originally funded by an SRB scheme. The fund will be used to ensure community benefit by funding further development of the Manor area.

The Land Aid funding is to assist with upgrading the Steel Inn property and its gardens.

MCDT acts a project sponsor for a variety of projects funded by specific restricted grant funding. All income and expenditure relating to such projects are shown as other regeneration grants. Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with its restrictions.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

23 Analysis of net assets between funds

	Unrestricted funds £	Group Restricted funds £	Total £
Fund balances at 31 March 2021 are represented by:			
Tangible assets	656,300	351,780	1,008,080
Investment properties	3,766,065	-	3,766,065
Share of joint venture gross assets/(liabilities)	140,158	-	140,158
Current assets/(liabilities)	230,827	528,233	759,060
Long term liabilities	(1,855,481)	-	(1,855,481)
	<u>2,937,869</u>	<u>880,013</u>	<u>3,817,882</u>

	Unrestricted funds £	Company Restricted funds £	Total £
Fund balances at 31 March 2021 are represented by:			
Tangible fixed assets	595,765	351,780	947,545
Investment properties	466,550	-	466,550
Investments	4	-	4
Current assets/(liabilities)	919,674	528,233	1,447,907
Long term liabilities	(600,564)	-	(600,564)
	<u>1,381,429</u>	<u>880,013</u>	<u>2,261,442</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

24 Cash generated from operations

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Reconciliation to changes in resources				
Surplus/(Deficit) for the year	108,527	(25,576)	115,424	(30,435)
Adjustments for:				
Investment income recognised in surplus or deficit	-	-	(14,026)	(12,601)
Depreciation and impairment of fixed assets	56,329	56,792	14,478	14,923
Share of joint venture loss/(profit)	8,542	(4,859)	-	-
Movements in working capital:				
Decrease in stock	1,504	363	-	-
Decrease/(Increase) in debtors	61,320	(45,816)	(44,984)	(51,113)
(Decrease)/Increase in creditors	<u>(122,498)</u>	<u>96,498</u>	<u>(110,469)</u>	<u>(13,495)</u>
Cash generated from/(absorbed by) operations	<u>113,724</u>	<u>77,402</u>	<u>(39,577)</u>	<u>(92,721)</u>

25 Financial commitments, guarantees and contingent liabilities

The parent charity was the recipient of an ERDF grant of £3,218,036 that funded the construction of 'The Quadrant', the prestige office complex owned and operated by Parkway Business Centre Limited. Under the terms and conditions of this grant any clawback liability arising from a default in the grant conditions by Parkway Business Centre Limited would remain with MCDT and not Parkway Business Centre Limited. The trustees consider that invocation of such a clawback with MCDT is remote.

The parent charity acted as the Accountable Body for the Coal and Steel Areas Integrated Development Plan. Through this plan MCDT had channelled £9.9 million of Single Pot funding and £21.6 million of European ERDF funding into over 40 regeneration projects by the completion of the plan in December 2008. MCDT undertook a rigorous program of monitoring to ensure that all such regeneration projects delivered in accordance with contractual terms. However, if a project is subsequently found not to have complied with the contractual terms then clawback may be invoked under European guidance. If the project is unable to re-pay the clawback and MCDT can be shown to have been negligent then contractually MCDT may become liable to re-pay the clawback.

The trustees of MCDT do not consider that they have been negligent in any material way in respect to any of these contracts. No clawback claims currently exist against MCDT. The amount of any such future potential claims cannot be reliably estimated.

26 Post balance sheet events

As referred to in the going concern section of the accounting policies, the trustees are monitoring the situation concerning the coronavirus and any impact it may have on the charitable company. Given the current uncertainties, any longer term financial effect cannot be estimated.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

27 Operating lease commitments

At 31 March 2021 the group had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Within one year	77,492	77,492	31,796	31,796
Between two and five years	205,338	220,254	26,194	39,990
Over five years	<u>66,864</u>	<u>111,440</u>	<u>-</u>	<u>-</u>
	<u>349,694</u>	<u>409,186</u>	<u>57,990</u>	<u>71,786</u>

28 Related parties

Remuneration of key management personnel

The remuneration of key management personnel is as follows:

	Group		Company	
	2021	2020	2021	2020
	£	£	£	£
Aggregate compensation	<u>101,151</u>	<u>99,167</u>	<u>101,151</u>	<u>99,167</u>

The charity has taken advantage of the exemption in Financial Reporting Standard Number 8 from the requirement to disclose transactions with group companies on the grounds that its subsidiaries are included within these consolidated financial statements.

The Green Estate Community Interest Company is a joint venture of Manor and Castle Development Trust Limited. Purchases in the year from The Green Estate Community Interest Company were £13,990 (2020: £18,718) (company: £11,828 (2020: £11,670)). Sales in the year were £nil (2020: £nil) (company: £nil (2020: £nil)). The amount owed by The Green Estate Community Interest Company was £nil (2020: £nil) (company: £nil (2020: £nil)).

SHAPED is new venture setup by an ex-employee of Manor and Castle Development Trust Limited. A loan was provided to SHAPED during 2019/2020 to assist with initial start-up costs and has since been repaid during 2020/2021. CM Hurst, Finance Director, is also on the board of SHAPED. The amount owed by SHAPED to Manor and Castle Development Trust Limited at 31 March 2021 was £nil (2020: £10,000).

29 Revaluation reserve

	Group	Company
	£	£
Balance at 1 April 2020 and at 31 March 2021	<u>180,549</u>	<u>180,549</u>