

CHARITY REGISTRATION NUMBER 1123187  
COMPANY REGISTRATION NUMBER 3427303

**MANOR AND CASTLE DEVELOPMENT  
TRUST LIMITED**

**GROUP ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**



# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Directors</b>	K Curran D M Lawton R Dowling Y S Bramall K Crawshaw Dr A J E Barnes S Mair-Richards A M Murphy S H Nicholson	(Appointed on 5 July 2021) (Appointed on 11 July 2022)
<b>Chief Executive Officer</b>	D J Mathews	
<b>Finance Director</b>	C M Hurst	
<b>Secretary</b>	D J Mathews	
<b>Charity number</b>	1123187	
<b>Company number</b>	3427303	
<b>Registered office</b>	Norfolk House Stafford Lane Sheffield S2 5HR	
<b>Auditors</b>	UHY Hacker Young 6 Broadfield Court Broadfield Way Sheffield S8 0XF	
<b>Bankers</b>	Co-operative Bank plc The Fountain Precinct Sheffield S1 2JZ  HSBC 2 Fargate Sheffield S1 2JS  Lloyds TSB Church Street Sheffield S1 1HP	

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

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# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022**

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The trustees present their report and accounts for the year ended 31 March 2022.

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 2021/2022 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.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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- 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 2021/2022 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 financially and in terms of delivery. Whilst Covid restrictions were removed, the virus was still an issue in terms of staffing, working with vulnerable people and the financial recovery in our social enterprise, which supports the charitable work, has been slower than we would have liked. The main sources of financial support had stopped but business recovery has been impacted by people not meeting in big groups and working from home. This year saw more staff coming back into work with some measures in place to limit the risks of illness. We were lucky in that out of all staff only one person was not vaccinated for health reasons, and we had measures in place to keep them safe.

The most significant change that we noticed was the demand for our services continued to increase. The impact on people's mental health continued to be an issue and this remained one of our key priorities. Most referrals we received from GP's were for help for vulnerable people, with complex needs and mental health support. We also saw an increase in domestic violence, debt and people struggling to make ends meet.

We continued to run some activities on zoom. There were people we worked with who would not have been able to access our support groups in person because of various reasons and really valued what we offered, so continuing to offer remote support was a priority. 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 2021/2022 continued to enable the Trust to achieve our social objectives. As we move into our 25<sup>th</sup> anniversary the Board and staff are proud of all that has been achieved in the communities we work with – the transformation has been significant and we will continue to deliver our social mission and achieve the charitable objectives at the heart of our purpose.

### **People Keeping Well & Community Wellbeing programmes**

#### **Partnership Working:**

- We have taken an active role in citywide meetings to represent our area including Community hubs, Team around the person development, workforce development.
- Working with Sheffield City Council, Voluntary Action Sheffield and Sheffield University to develop, inform and deliver projects such as future Diabetes projects, Move More and Sheffield is Sweeter.
- Our recent work with the Clinical Commissioning Group around urgent care, phlebotomy and neurodiversity has involved supporting partners and local people to have voice and influence.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### People Keeping Well & Community Wellbeing programmes (continued)

- We have hosted Collaborate, a leadership programme bringing together Health, social care, statutory services and voluntary and community sector to build relationships and find solutions and ways to work together. This has led to ongoing links and projects developing between staff from different organisations.
- Pilot Woodland Self Care, working in partnership with **Bens Centre S1**. Funded through Move More Activation funding. 2x Clients referred from Mental Health Transformation Project, one with memory loss and 2x clients from Bens Centre (Homeless and struggling with addiction) This was delivered over 4 weeks in the outdoor classroom at Manor Fields Park. Full evaluation to take place. Looking at continuing through 2022.

### Primary Care Network

- We continue to work closely to deliver social prescribing.
- We have hosted trainee GPs and medical students to understand how communities support improved health
- We have completed a Winter Pressures project funded by Clinical Commissioning Group to support local people to access healthcare services.

### Winter Pressures project

The project will provide support for hospital discharge into the community and give access to health services to 'harder to reach' local people and those that struggle to engage with health services. (People without access to digital; without money for phone credit or travel; without family or friends to provide support during and after discharge from hospital; patients with mental health conditions and learning disabilities; socially isolated and older adults)

We know that these barriers are relevant to many patients at GPA1 practices and patients from these practices make up a disproportionate number of people presenting inappropriately at A and E.

We will use local workers who are embedded in the community with links to local groups and organisations as well as through friends and family and neighbourhood networks. This will help to spread the service by word of mouth and the workers will have the capacity to provide a person-centred service. E.g 'someone's brother hasn't had any vaccines because they don't leave the house because of their mental health' The workers will be able to do a home visit and support the patient either by accompanying them or negotiating a vaccination at a time and place that makes them feel comfortable or making the case for a home visit The workers have experience of providing support through previous work on adult education, employment, advocacy and health and wellbeing contracts. They will be supported by MCDT Advocacy team who deliver social prescribing and one to one support for individuals. They will provide support with safeguarding and risk assessments and help to escalate more complex problems if they are uncovered

### Delivering a local opportunities fund:

- Take Part in the Garden- Mental wellbeing project using green space
- Over 50's Table Tennis Group -
- Older People's social and Bingo group Temple Park Centre
- Take PART in the Sewing room TakePART In The Sewing Room will be a weekly 'sewing for wellbeing' group, initially for 6 adult participants in a covid-safe classroom.
- Friends of Manor Fields with match funding to extend the Woodland confidence courses.
- Arbourthorne Community Clean up Event

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### **Advocacy 121 support and Social Prescribing**

This year we had an average of 1579 open client cases per quarter on the Health and Wellbeing database. This records all participants who are referred or self-refer into social prescribing and go on to receive 121 advocacy support or attend activities or groups.

We have seen an increase in referrals for support dealing with Domestic violence and complex referrals via people with learning disabilities needing practical support also support assisting with Blue Badge, aids, and adaptations. There has also been an increase in request to help with welfare benefits, PIP (personal independence payments for disabilities) and Council Tax/Housing Benefits and to support applications and appeals. Will liaise with DWP and Council to make sure clients are receiving the correct entitlement to benefits such as Council Tax reduction/support, Housing benefit and DHP's, help client's bid on Sheffield Property Shop if there are any issues with them being able to do this.

The appeals are complex and can take months of work including accompanying clients to court but more than 90% of appeals that we support have been successful.

We have also seen an increase in more complex mental health cases particularly for clients who are not able to access mental health services appropriately and need advocacy help to secure the support they need.

### **Volunteering - MCDT Health Champions**

Volunteering is an important part of what we offer to people as part of their personal development. It builds confidence, skills and experiences that support people to then go onto to work or into education and training opportunities. MCDT has continued to use the structured Health Champions model as part of our offer and opportunities for MCDT Health Champions volunteering includes:

- Supporting Forget-Me-Nots singing Group which takes place at Park Centre, City Road, S2. Support for the Take Part in the Garden self-care project at York House,
- Take Part in Nature utilising outside classroom in Manor Fields Park, (partnership with Ben's Centre),
- Health Champion volunteering with the Tutor Rose Tomson who delivers the Woodland Confidence Course through Green Prescribing.
- Take Part in the sewing room meeting at VCE.
- Support volunteers based at the Norfolk Park & Arbourthorne Men's Group
- Volunteers supporting ECHO pre-loved clothing shop with activities and support at York House.
- Volunteers signposted to external partners MASKK, Foodhall Project & Green Estate.
- Three volunteers attend 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.
- We have supported 4 volunteers to help with the Healthy Holidays programme – including packing food and activity hampers and delivering hampers to local schools.
- Additional project that offers volunteering opportunities is the MCDT Digital buddying project which was a new opportunity in early 2022.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### **Volunteering - MCDT Health Champions (continued)**

Some examples of what people have achieved through volunteering:

- Three volunteers have been supported to access a Forestry Confidence course at Northern College through the Health Champions programme which took place in 2021. One volunteer progressing to NVQ level one Horticultural course at Northern college June 2022. All three volunteers have been supported to fund raise for their project including attending the Sheffield Canal festival which enabled them to sell homemade jams and chutney from the produce grown at the allotment.
- Two members of the Spires allotment have also joined the Take Part in the sewing room project and one member has become involved in the Arbourthorne S2 Arts & Drama group resulting in a performance at the Crucible theatre and becoming involved with the Women's Euro Anthem recording with the Royal Philharmonic Orchestra.

### **Mental Health Transformation Project (MHTP)**

MCDT was awarded funding to deliver a Behaviour Change programme and peer support working with the new MHTP team based in Primary care.

The project enabled the peer support workers to work with the Mind Connector and organised shadowing of Health & Wellbeing team members and looking at referrals.

We attended regular Multi-Disciplinary Team (MDT) meetings to discuss referrals.

As part of the Primary Care Mental Health Transformation Project 4 local people were recruited to become Peer Inclusion Volunteers, they are involved in the outdoor face to face projects including: -

- Woodland Confidence sessions in Manor Fields Park outside classroom, regularly attend
- Support Take Part self-care sessions in the York House Garden.

These 2 projects have developed the offer providing healthy food at the session, encouraging the learning of additional cooking skills and experiencing quality vegetarian and gluten free food. Other volunteers became involved with a Self-Care and the Arts project, engaging with Ignite Imaginations to access resources and support through the Everyone's a Maker programme. One Peer inclusion volunteer has produced 10 portraits of staff and volunteers who have supported him on his health journey within the community and a community exhibition is planned by July 2022.

### **STEPS (personal development /MCDT Wellbeing programmes)**

A Face-to-Face Steps programme has taken place, the first since covid restrictions were lifted. The venue could only safely accommodate 8 participants because we were still wanting to be covid safe. We ended up with a waiting list of people wanting to do the course later in the year. The programme had a good take up, all 8 participants completed, the 8 participants have since moved on to volunteering, accessing new job roles with more responsibility and accessed the light touch provision which MCDT provides.

Steps to Excellence (Cognitive Behaviour Therapy) methodology has been used by staff when dealing with clients across the organisation.

MCDT have developed two new wellbeing programmes, Aiming High and Take Part as a progression pathway for clients. Take Part online continues to be successful; this is a women only group which helps individuals struggling with confidence and their mental health to get involved with community activity slowly and safely. Take Part in outdoor classrooms across the area have also been successful. The Take Part involves 8 sessions, using the development of 5 ways to wellbeing, activities tools and techniques including journaling. Aiming High, builds on Take Part methodology, with more CBT concepts. This allows us to offer Steps to Excellence as a face-to-face activity with small groups.



## **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022**

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#### **STEPS (personal development /MCDT Wellbeing programmes) (continued)**

We were able to start delivering our face-to-face programme to 8 participants who completed the course and reported back that they went on to:

Get support for mental health; join mental health groups; join physical activity groups, join social activity groups, enrolled on education and training courses, gain qualifications and secure work placements.

#### **Thursday Mindful Arts and Crafts**

Average 10 sessions per quarter with 26 beneficiaries. Clients attending to socialise and take part in arts and crafts. Staff are able to offer signposting into other activities and provide 121 support.

In partnership with Sheffield Theatres, we have run the Community Curtains workshops. 26 local people have been involved in making fabric pictures representing their local community in Sheffield using different techniques such as screen printing, embroidery, and sewing. The curtains are now up and in use on the Arbourthorne centre stage. The group attended a celebration event at the Crucible in April where photos of the stage and curtains were exhibited. The group has delivered joint projects with The Wildlife Trust including trips to Damflask and Stoneface incorporating walks and outdoor craft.

The Arbourthorne Centre Lunch club has an average of 11 sessions with 38 beneficiaries each quarter. Three volunteers have catered for between 30 and 40 people each Thursday lunchtime, providing a healthy, hot meal. They also delivered Christmas dinner for 35 people. These volunteers also catered for 80 local people at an event at The Arbourthorne Centre which was organised in partnership with Sheffield Theatres, Pinders Dance and MASKK.

#### **Arbourthorne Community Allotment**

Has 3 regular volunteers. Unfortunately, we were not successful with the ward pot application, but have been asked to reapply in May when the new allocations are decided. We are looking at how we can work with other green space projects in the area to build on capacity and share resources. I am supporting the local volunteers to become constituted and open a bank account and have been in touch with VAS and SYFAB for support with accessing relevant funding for the group. Volunteers attended Forestry skills at Northern college with MCDT, there they developed confidence in working outdoors and bushcraft skills.

#### **Physical activity**

Despite covid-19 we have had positive feedback with regards to delivering classes outdoor and indoors. We have a wet weather plan to deliver classes and prevention of classes being cancelled which has help support clients especially around mental ill health as the classes really help. We have clients that find if they cannot attend sessions that it has a negative effect on their own mental ill health.

Due to the current situation, we have delivered sessions using our green spaces of Manor fields which has had a positive achievement with regards to retention as more people have signed up to MCDT activities as people walking/running/commuting and see what we deliver and join in.

Staff have gained qualifications so that they can deliver Zumba in local venues

Footycise project has developed providing football based exercises. Some participants are now playing football. 10 -15 participants take part weekly.

The group has taken part in a women's football tournament.

Staff and participants have taken part in social events, training sessions, joined teams, trained to become coaches and undertaken playmaker qualifications

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Physical activity (continued)

Boxercise classes

Average 18 beneficiaries

Boxercise Tuesdays

Average 12 beneficiaries

Kettlercise

Average 22 beneficiaries

Pram push

Average 3 beneficiaries

#### Extra activities

- Pilates
- Yoga average 20 beneficiaries
- Self Defence

Health walks average 39 beneficiaries

- Dovercourt surgery
- East Bank medical surgery
- White House Surgery
- Manor fields park (women only)
- extended walks (working with the Sheffield and Rotherham Wildlife Trust)

Staff have developed a wide programme by working with citywide and national partners: Sheffield United, Sheffield Hallam Advanced Wellbeing Research centre, Sheffield and Hallam Football association, English Institute for sport.

A volunteer supported by MCDT has set up his independent running group and it has grown significantly from 7 participants to over 20. A few of our clients have joined this group and are attending regularly as well as achieving their personal best. On request they have expanded from one evening run to two. Recently the group has bought the entry for him to Sheffield Half Marathon and 10K run as a thank you.

#### Positive feedback from clients:

- The classes really help my mental health.
- Clients have come together.
- Clients coming together to put a Christmas celebration on which we gave certificates on the day as a Thank you for your support and your achievement.
- Miss L.T thank you to the support the fitness team have given her gave her the strength to complete her personal trainer's qualification level 3.
- Thank you to the fitness classes this has saved my life as I would be drinking and not socialising.
- Thank you to classes I have found a new lease of life.
- With the support from the fitness family, I have had the courage to leave my abusive relationship.
- Thank you for the friendship and support as I am now running with a friend, and I have a friend for life.
- I am now running on my own! If you would have asked me last year to run, I would have laughed.

## **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022**

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#### Positive feedback from clients: (continued)

- My fitness levels have improved.
- I have applied to university to do a teaching qualification.
- I have found the confidence to believe in myself and set up my own small business in baking cakes and buns with the support from new friends who believe in me.
- I am now cancer free- this was from a client that thought he just had a hernia, found that he had 2 and stage 1 cancer... from attending the Boxercise I found I had a health issue.
- Thank you for the new footycise session as I was able to share with the group that I was non-Binary (This also helped me as a trainer to be more aware when addressing a group when delivering).

#### **This Girl can Project**

- Our This Girl Can facebook page has 720 members.
- Women share their journeys regarding: weight loss, fitness, moving more, football, joining a gym, horse riding, walks and litter picking on our local green spaces.
- Staff use the page to promote the 5 ways to wellbeing promote moving more, set challenges, share stories provide virtual coffee mornings and zoom healthy cooking sessions. Staff have also supported members to join groups and activities locally and use the connections to promote public health messages e.g smear tests and other cancer screening.

#### **Eat Well/Live Lighter**

Currently delivering the Live Lighter extended service which has replaced Eatwell. Target of 44 individuals reducing their BMI by June 2022. Currently 22 clients have attended and reduced BMI. Main focus of the MCDT adapted Live Lighter programme is not to primarily focus on weight loss but to increase confidence and knowledge in cooking from scratch and on a budget, increase knowledge on nutrition, improve mental wellbeing and to engage clients in other social activities including physical activity. Clients attending the live lighter programme have gone on to attend physical activity sessions, craft sessions and access other support.

#### **Norfolk Park and Arbourthorne Men's Group**

This group provides a regular safe meeting space weekly. Activities for members include healthy eating, canal walks with Bare project ( a project based on developing engagement with the canal in Sheffield), photography project (partnership with Sheffield Theatres), and volunteering opportunities which support the men involved in the group. Planned activity includes additional session to be developed to create another safe space for groups of men to be able to talk and deal with their mental health and wellbeing which has been increasingly an issue since Covid and the development of creative drama/arts project in partnership with Sheffield Theatres.

#### **Cancer work**

Work has taken place in partnership with Cancer Alliance and Weston Park developing a piece of work to enable local members of the community to access cancer services. MCDT staff/volunteers and Dovercourt Medical surgery staff attended Behavioural Science workshops to identify "nudges" to enable behaviour change. The focus was on lung and upper body cancers. MCDT staff/volunteers engaged the local community using community development methods including social media and targeting existing groups, providing information and encouragement to identify potential symptoms of cancer in general and attend their GP service. One of the aims was to increase the uptake of screening and then action because the data tells us that people in disadvantaged communities are less likely to take up their screening. The learning from the workshops is now embedded in to MCDT and front facing staff will continue to use the "Nudges" where appropriate.

## MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### **Supporting people living with dementia and their carers**

Average 41 calls made per quarter either to people newly referred or as a 6 monthly wellbeing check

We run 2 dementia Carer's groups attended by average 15 people per quarter - As part of the Dementia Link Worker role needs have been address and discussions had on issues such as as paid carers, diet, adaptations, care homes, wandering, carer stress, accessing the Memory Clinic, GP interventions, groups suitable for people with dementia.

Attending and contributing to Neighbourhood Dementia meetings.

Attending Primary care MDTs to discuss shared support for clients.

Working with Occupational therapist and South Yorkshire ambulance service

Providing resources and information for Dementia news

We support the delivery of 3 Dementia cafes: Providing social support and activities such as craft, games, discussion topics, reminiscence boxes, flat mat bowling and karaoke. The sessions have been used to support people to access healthcare, vaccinations and promote public health messages.

Spires Dementia Café: 46 sessions per year. Average attendance 31 per quarter

Victoria Dementia Café: 46 sessions per year. Average attendance 18 per quarter

Park Centre afternoon tea: 46 sessions per year. Average attendance 7 per quarter

Supporting groups, organisations and local shops to become Dementia Friends and be more accessible for people with dementia.

Forget-Me-Nots music group (Dementia friendly) - The group meets on a weekly basis at Park Centre. Funding was accessed via the People Keeping Well Small Grants to allow the Singing group to continue for a year.

The group were involved in a short project with Ignite Imaginations to celebrate Mozart. This involved learning the Mozart Requiem and painting to music. The group were invited to a show case event at the Workstation and sang the Requiem in public.

The group were invited to be part of the Euro Women's Anthem project with the Royal Philharmonic Orchestra, a Sheffield Anthem was created, and part of the singing group were invited to go to London to record the London Anthem. The trip was a real success and involved a mixture of people including a member who had never travelled on a train and 2 people who had never been to London before.

The group will be involved in the Women's Euro Tournament singing the Sheffield Anthem in the City in July 2022.

#### **Healthy Holidays**

We also delivered the Holiday Activity with Food programme for families with children eligible for free school meals in Southeast Sheffield across the academic year. The Department for Education funded the programme across the easter, Summer and Christmas holidays and the Council provided a very small amount of money to deliver a smaller programme in February and October half terms. This year, because Covid restrictions were lifted we went back to delivering face to face activities, utilising open spaces were possible (weather dependent) alongside a healthy meal. We reached approximately 1500 children a week.

MCDT played a coordinating role across Locality C (school based boundaries) that mainly covered Darnall and Tinsley, Arbourthorne, Manor Castle and Richmond wards. and we worked with over 30 different providers in partnership over the academic year, some small community, grass root organisations led by volunteers to big well-resourced football clubs.

The main focus was to make sure children did not go hungry over the school holidays with families that continued to face financial pressures after the pandemic and that the children had a positive experience that enriched their learning and physical wellbeing. 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. The families identified were struggling to make ends meet and the children were at risk of waking up on Christmas day with no presents.

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### **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).

After almost 18 months in and out of lockdown it was extremely difficult to bring back the pre-covid version of Best Start. Individuals and families found it hard to re-engage with society. There was still great fear of what may come next. The other big issue was children had grown up. The families we were supporting now had children at school and we had to use all our knowledge, networks and our social media pages to engage new families.

We spent many hours talking to parents / carers during the pandemic, mental health issues were on the rise and many first-time mums had given birth during lockdown. Developmental milestones were being missed for very young children and new mums had no idea how to support their children without any face-to-face support and services available.

We began by opening just a few toddler groups. We put a booking system in place in order to limit the numbers of families attending which offered some reassurances to parents / carers. It was slow at first but little by little (and with a huge amount of encouragement) numbers began to grow. As we were coming into milder weather in the spring of 2021, we facilitated some outdoor meet ups / toddler groups in local parks. People in general felt safer outside and it created opportunities to speak to parents and encourage them to actively engage with the project.

With attendance on the rise, we needed volunteers! We set up a volunteer training programme with the target of getting at least one volunteer allocated to each group. We successfully recruited and trained 20 new volunteers. They have been fantastic and provide invaluable support to the project.

## MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### **Community Development**

Adult Community Learning (ACL): Despite the difficulties that Covid 19 brought the ACL team worked hard to continue engaging with and supporting learners to progress, throughout the academic year the team engaged with 178 individuals with 55 learners progressing onto further learning.

This year has also seen a dramatic shift in the way SCC fund the adult community learning offer, 2021/22 tender did not include the learning champion roll leading to the redundancy of the two members of staff working on the project in August 2021.

MCDT development worker liaised with other VCS contract providers in the city to bring together a partnership group to address the issue at a Citywide and regional level.

Issues regarding changes to the way ACL is funded and the focus on skills and employment has created gaps across the city and left the East with no adult community learning offer.

The development worker has since worked with Great Places to develop a roll for the Wybourn and Richmond community to work as Adult Community Learning Engagement worker. Great Places have funded the roll as a pilot including funding for classes, for one year and if successful will consider the roll being continued and duplicated across their company. We were able to recruit the roll internally and the ACL engagement worker started in post on 1<sup>st</sup> April 2022.

The ACL VCS partnership have continued to meet and met with SCC and South Yorkshire Mayoral Combined Authority (SYMCA) to continue a conversation as to how the VCS could be involved in shaping and co-producing the adult community learning programme in Sheffield going forward.

Echo: Echo continues to evolve and has been hosting the springboard café due to lack of access to the Manor Library, the sessions have been successful and have given attendees an opportunity to access Echo and volunteer at the project.

Echo continues to help build capacity at York House and has developed the toy library which is very successful.

Wybourn Corner House- Due to Covid restrictions no activity took part in Wybourn corner house, for a long while, the corner house did host several drop-in consultation sessions regarding the community artwork for the new community hub.

MCDT development worker continued to work with The Corner House steering group and community hub group to develop the design and offer at the new Community Centre, which is due to be opened in July 2022.

Networks: We continue to facilitate the Youth Provider and Community development network as well as attending the Local Area Committee meetings, MCDT development workers also attend the MCAG and PAAG (Manor Castle Action Group and the Park & Arbourthorne Action Group) meetings.

The main areas currently been worked on by several partners included Food Poverty and Digital Inclusion and Anti-Social Behaviour. One of the objectives in 2021-22 was to develop a digital inclusion strategy which was achieved and launched with minimum support from stakeholders, which was disappointing, however some positive partnerships were developed with Great Places and Matrec.

We were able to secure a ward pot grant for a pilot project and with support with additional funding from Great Places the digital loan scheme and digital buddy project was launched.

## MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Digital Inclusion

The digital pilot has had some teething problems mainly due to partner capacity, however we have secured additional funding via City Council to build on the project and have been able to increase the hours of the Adult Community Learning engagement worker to incorporate the digital inclusion program into their work plan.

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, site visits with the steering group have been hosted, and work on the art work will begin in April/May 2022.

Arbourthorne Centre: because of the increased demand for access to community events and activities following on from Covid – 19, we established a small working group to build capacity from the building through community engagement events and community development. We were successful in securing a small Ikea grant to help fund some engagement work and activities,

In May 2021 we held the first community open day which saw lots of new people accessing the building, followed by another event which focused on wellbeing delivered in Feb 2022. Both events have been very successful and enabled community consultation and brought new people into the building and enabled the development of new projects including:

- Community curtains Project
- SYFAB funding surgery

The events have demonstrated that the building is an integral part of the community and is in a good position to support local people through the current economic crisis.

The Arbourthorne Get Creative S2 Women's Art /Drama Group was recruited to and developed to work in partnership with Sheffield Theatres. A script writer and director worked with a group of 18 local women, who were supported by an MCDT member of staff and another support person to create an inclusive group. Twelve sessions were funded and took place in the Arbourthorne Centre with a showcase on the Sheffield Crucible stage which involved a 30 minute performance written and delivered by the members. The members accessed free tickets for performances at Sheffield Crucible theatre and Lyceum theatre.

Whilst the Women's group weekly sessions took place a broader arts project was being developed across the area, this involved the creation of Community Curtains for the opening up of the Arbourthorne Centre stage.

The S2 Get Creative Women's Art/Drama Group were filmed performing the 30 minute sketch and it is planned that there will be a screening in the Arbourthorne centre as a fund raiser.

The group are presently working with the Sheffield Peoples theatre and will be part of a larger production on the stage at the Crucible in August 2022. Plans to continue from September to December 2022 creating a short pantomime for a showcase in Arbourthorne Centre and Temple Centre is being proposed.

Manor Park Economic Recovery Fund (ERF) : MCDT were approached by SCC to develop and deliver a project through the ERF to increase footfall at Manor Park shops and improve the environment.

- MCDT development worker submitted a bid for £50k which included three areas of work, Environmental works to improve the area.
- A piece of Community Artwork to improve the entrance to the shops and engage with local people
- And events such as pop-up market days, Christmas lights and a Christmas market.

The grant application was successful, and work has begun on setting up a steering group of residents, business owners and stakeholders.

Work on the project was delayed due to time delays via SCC producing the grant agreement and staff sickness at MCDT due to Covid-19. The project deadline is December 2022 and will be on track to complete on time.

## MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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Park Centre, this centre is made up of two main elements – the community, volunteer led library supported by MCDT staff and community space that is available for community activity and used for projects MCDT deliver. The Centre & library still had some Covid restrictions in place until March of 22 to protect the health of the staff team and volunteers, which meant some activities operated differently. The following activities

Afternoon tea : 13 ladies and gentlemen resumed the activity In February 22 when we started to relax some of our restrictions. They meet on a Monday weekly. One member who has now moved to Guilford drive apartments, is still to attend despite being increasingly vulnerable because a member of staff collects and takes her home.

Community support : we still provide practical support to 3 members of the Centre by doing weekly shopping and prescriptions collection and delivery because they are still vulnerable in different ways. This service continued throughout 21/22. We are still doing welfare checks for 15 people until March 22. We provided 5 Christmas meals cooked and delivered by staff to isolated community members. Two community members were taken for Covid boosters.

Pantry: The Pantry is a membership project where people pay £3.50 and receive access to £20 of basic food. Over the year 63 people have received a service from the pantry and 1466 shopping baskets have been filled, 6 families received fuel payments kindly donated by another community member. The Pantry is run by volunteers, supported by MCDT staff and have contributed 432 volunteer hours.

Park Library: The service has been delivering very differently less available due to losing volunteers to other things during lockdown. Also, the council still imposed some restrictions for borrowers in terms of limited numbers allowed into the building at any one time. In March 2022, we relaxed some of the restrictions but opening hours have been affected due to lack of volunteers. The current opening until July 2022: Monday all day and Wednesday morning only. From July we will increase opening to Monday all day and Wednesday all day. We have successfully recruited 4 new volunteers who have started their training. During 2021-22 we have supported 8 volunteers who have offered 416 volunteer hours.

Park Centre activities: Table tennis, Line dancing, Black women's group all resumed in February 2022 with some restrictions

Youth club: we are currently supporting 4 volunteer mums to re-open the youth club in some capacity. This new project started in March 22 and we are planning to open the session in July 2022 when the Mum's have been through some training and have plans for the initial sessions as a pilot.

Future Proof project & MCDT : This is a project in partnership with the university to ensure that the history of the non white British population experience is captured and celebrated. This Heritage project is focused on working with the Black women's group that meets in Park Centre. Started in March 22 and is ongoing.

#### Other areas of work

- Skye Edge community meeting, a group of residents, council reps, Green Estate, Great Places, and MCDT have met to discuss issues arising on Skye Edge and to develop plans for improvement.
- MCDT development worker attended the Manor Fields Park management partnership where a number of development ideas for the park were discussed and will hopefully be developed in the future.
- MCDT development worker spent some time at Whitehouse surgery supporting the Covid 19 booster vaccination programme.
- MCDT development worker is working with SAVTE to develop an ESOL conversation café offer for the area.
- MCDT development worker has met with the Amber project to discuss how we can work more closely to support the young people living in the area, as well as attending workshops relating to youth violence and exploitation of young people.



# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### **Supporting People into Work**

The Employment team continued to offer a service remotely, using technology, telephone support and doorstep support. The team had x 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 successful achieved all the outcomes.

The team recruited 210 people onto the programme of which 124 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:

- 21 people with Learning Disabilities engaged
- 32 people with Physical disabilities engaged
- 48 people from BAME backgrounds engaged
- 9 people with mental health issues engaged
- 57 people over 50 engaged and
- 97 people who engaged had over 2 years' experience of unemployment.
- 12 Ex offenders were engaged with and moved into employment

Some of these people are obviously counted in more than one category.

The team have overachieved all their contractual outputs on all contracts.

### **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.

The numbers have remained buoyant during the year sessions fluctuated between 675 -755 being taken at any one time. It has been notable that the number of children with specific needs has increased with 19 children having a diagnosis of some sort. This includes Speech and language, autism, hearing impairments etc. The number of children accessing 30-hour FEL places was 22, maintaining the growing evidence of the necessity for local nursery education. We still 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 ratio's.

The nursery undertakes regular, robust parental satisfaction surveys that mirror the Ofsted requirements and in 2021-22 all surveys scored the Nursery as Outstanding. Many parents provide straight 10's in all categories. It has been a challenging year for the Nursery staff, managing to maintain a covid secure environment and keeping staff as safe as possible. The team have worked hard to continue to deliver a quality service during a very difficult time.

Parents Are Experts: linked to the nursery, whilst the sessions were 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. Training for Trainers was delivered from the Quadrant with the Ed Psych from Rotherham commenting It was the "most respectful parenting programme ever experienced"

The council commissioned training for the city's early years provider's "Brain Architecture and the Early Years" proved informative and successful. External training was also delivered to two early years settings. Staff members continue to complete extensive training with First Aid, Safeguarding, Food hygiene being compulsory, and a plethora of additional courses undertaken.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### **Partnership working**

The Arts Partnership: Work with Ignite Imaginations have been trialling a pilot programme called "Everyone's a Maker".

MCDT recruited and help support local people to become involved developing their interest in the arts or a hobby to access.

One participant who had had crisis in their life became involved and started portrait painting again. He has completed 10 portraits of local staff and volunteers who he feels have helped him on his health journey. Showcase exhibition to take place at York House.

Another participant created an art installation "The wellbeing tree", working with the Take Part in the Garden Self Care Group to make wind chimes for the blossom tree in York House Garden and then held a wellbeing day to celebrate and say Thanks to the members for being part of the project. This involved providing art resources for participants to draw the tree.

Another participant has developed their recycling of clothes sewing skills to create an online platform called from Rags to Riches.

The Bare project have organised foraging walks down the Sheffield Canal and has opened opportunities to be involved in The Hinterland project September 2022.

The Canal and River Trust: have visited the Take Part in the Garden Self Care group to inform members about how they can get involved with the Trust and issued an invite to Arts & Crafts on the Canal which takes place on Fridays to all the group members.

The September Waterfront Festival is a good opportunity to fund raise with small groups and raise the profile of MCDT.

Foodhall Project: Partnership piece of work holding pop up cafes in S2 area. The Foodhall project provided free vegetarian food, deliver on the Love Food Hate Waste agenda. They provide staff to cook the food. MCDT provided the venue and the people who would benefit. The project was promoted to encourage people to try vegetarian/vegan food, something new in their diet that was affordable, nutritious and tasty. This then led to a number of volunteering opportunities in S1 Foodhall Project café. Some participants took up the opportunity to give their time to Foodhall.

Friends of Manor Fields Park: A regular meeting to help develop the park for the local community. The Friends Feed into the Green Estates plans for the park ( the Green Estate manage the park). Members of the Friends group carry out monthly themed walks, organise Halloween event in partnership with MCDT, Green Estate and MASKK. The Friends also play a key contribution in the application for Green Flag status. They have also fundraised to deliver the Woodland Confidence course pilot.

Sheffield University: MCDT provided placements for 6 medical students to allow them an understanding of S2 community and the services available. Gave them an insight into the work we do as a community engagement organisation in relation to Public Health.

Sheffield Hallam University: Provided placements for 2 Sport students based in the Health & Wellbeing Team giving them a worthwhile experience of community engagement and understanding of the motivators which help people become healthy.

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

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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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 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 2021-2022.

### Financial review - MCDT the charitable company

#### Operating results

The trading results for MCDT reflect a concerning year for the organisation, reporting a deficit of £97,248.

#### Financial position

At 31 March 2022 total fund balances were £2,164,194, of which £679,677 was restricted, and cash at bank was £816,188. The freely available unrestricted funds were £420,388.

#### 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 £63,595 and its total loss for 2021/2022 was £2,077. Due to its highly geared nature Parkway Business Centre Limited incurred interest charges of £51,089 and these interest charges at a similar level to the previous year. Net assets at 31 March 2022 were £634,831.

Managing Locally Limited, a small trading subsidiary, generated a profit of £64,886 in 2021/2022. Net assets at 31 March 2022 were £309,376.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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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.

### **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

A M Murphy (Appointed on 5 July 2021)

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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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.

### **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.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 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

14 November 2022

## **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

### **TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 MARCH 2022**

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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 2022 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 2022 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](http://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: 30 November 2022

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income from:</b>							
Donations and legacies	3	395,190	60,230	455,420	408,006	68,382	476,388
Charitable activities	4	1,170,191	245,161	1,415,352	1,016,101	213,150	1,229,251
Other trading activities	5	699,771	-	699,771	673,534	-	673,534
Investments	6	<u>33,620</u>	<u>-</u>	<u>33,620</u>	<u>29,871</u>	<u>-</u>	<u>29,871</u>
Total income		<u>2,298,772</u>	<u>305,391</u>	<u>2,604,163</u>	<u>2,127,512</u>	<u>281,532</u>	<u>2,409,044</u>
<b>Expenditure on:</b>							
Raising funds	7	650,245	-	650,245	563,647	-	563,647
Charitable activities	8	<u>1,556,707</u>	<u>496,536</u>	<u>2,053,243</u>	<u>1,503,096</u>	<u>225,232</u>	<u>1,728,328</u>
Total resources expended		<u>2,206,952</u>	<u>496,536</u>	<u>2,703,488</u>	<u>2,066,743</u>	<u>225,232</u>	<u>2,291,975</u>
Net incoming/(outgoing) resources before transfers		91,820	(191,145)	(99,325)	60,769	56,300	117,069
Gross transfers between funds		<u>9,191</u>	<u>(9,191)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		101,011	(200,336)	(99,325)	60,769	56,300	117,069
Share of operating loss in joint venture		<u>(46,309)</u>	<u>-</u>	<u>(46,309)</u>	<u>(8,542)</u>	<u>-</u>	<u>(8,542)</u>
Net movement in funds for the group and its share of joint venture		54,702	(200,336)	(145,634)	52,227	56,300	108,527
Fund balances at 1 April 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>
Fund balances at 31 March 2022		<u>2,992,571</u>	<u>679,677</u>	<u>3,672,248</u>	<u>2,937,869</u>	<u>880,013</u>	<u>3,817,882</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 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income from:</b>							
Donations and legacies	3	395,190	60,230	455,420	408,006	68,382	476,388
Charitable activities	4	1,328,401	245,161	1,573,562	1,227,931	213,150	1,441,081
Investments	6	<u>113,084</u>	<u>-</u>	<u>113,084</u>	<u>100,854</u>	<u>-</u>	<u>100,854</u>
<b>Total income</b>		<u>1,836,675</u>	<u>305,391</u>	<u>2,142,066</u>	<u>1,736,791</u>	<u>281,532</u>	<u>2,018,323</u>
<b>Expenditure on:</b>							
Charitable activities	8	<u>1,742,778</u>	<u>496,536</u>	<u>2,239,314</u>	<u>1,677,667</u>	<u>225,232</u>	<u>1,902,899</u>
<b>Total resources expended</b>		<u>1,742,778</u>	<u>496,536</u>	<u>2,239,314</u>	<u>1,677,667</u>	<u>225,232</u>	<u>1,902,899</u>
<b>Net incoming/(outgoing) resources before transfers</b>		93,897	(191,145)	(97,248)	59,124	56,300	115,424
Gross transfers between funds		<u>9,191</u>	<u>(9,191)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		103,088	(200,336)	(97,248)	59,124	56,300	115,424
Fund balances at 1 April 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>
<b>Fund balances at 31 March 2022</b>		<u>1,484,517</u>	<u>679,677</u>	<u>2,164,194</u>	<u>1,381,429</u>	<u>880,013</u>	<u>2,261,442</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 2022

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	13	981,607	1,008,080
Investment properties	14	3,751,482	3,766,065
Investments	15	-	-
Investments in joint venture:			
Share of gross assets		895,340	904,699
Share of gross liabilities		(801,491)	(764,541)
		<u>93,849</u>	<u>140,158</u>
		4,826,938	4,914,303
<b>Current assets</b>			
Stock		537	516
Debtors	17	99,468	66,647
Cash at bank and in hand		<u>946,759</u>	<u>1,063,513</u>
		1,046,764	1,130,676
<b>Creditors: amounts falling due within one year</b>	19	<u>(444,546)</u>	<u>(371,616)</u>
<b>Net current assets</b>		<u>602,218</u>	<u>759,060</u>
<b>Total assets less current liabilities</b>		5,429,156	5,673,363
<b>Creditors: amounts falling due after more than one year</b>	20	<u>(1,756,908)</u>	<u>(1,855,481)</u>
<b>Net assets</b>		<u>3,672,248</u>	<u>3,817,882</u>
<b>Income funds</b>			
Restricted funds	22	679,677	880,013
<u>Unrestricted funds</u>			
Retained within the charity		1,585,757	1,390,051
Retained within non-charitable subsidiaries		<u>1,226,265</u>	<u>1,367,269</u>
		2,812,022	2,757,320
Revaluation reserve retained within the charity	29	<u>180,549</u>	<u>180,549</u>
		<u>2,992,571</u>	<u>2,937,869</u>
		<u>3,672,248</u>	<u>3,817,882</u>


**MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

**CONSOLIDATED BALANCE SHEET (CONTINUED)**

**AS AT 31 MARCH 2022**

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The accounts were approved by the board of directors and authorised for issue on 14 November 2022 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 2022

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	13	938,695	947,545
Investment properties	14	466,550	466,550
Investments	15	<u>4</u>	<u>4</u>
		1,405,249	1,414,099
<b>Current assets</b>			
Debtors	17	740,098	826,223
Cash at bank and in hand		<u>816,188</u>	<u>770,494</u>
		1,556,286	1,596,717
<b>Creditors: amounts falling due within one year</b>	19	<u>(196,777)</u>	<u>(148,810)</u>
<b>Net current assets</b>		<u>1,359,509</u>	<u>1,447,907</u>
<b>Total assets less current liabilities</b>		2,764,758	2,862,006
<b>Creditors: amounts falling due after more than one year</b>	20	<u>(600,564)</u>	<u>(600,564)</u>
<b>Net assets</b>		<u>2,164,194</u>	<u>2,261,442</u>
<b>Income funds</b>			
Restricted funds	22	679,677	880,013
<u>Unrestricted funds</u>			
Revaluation reserve	29	180,549	180,549
Other charitable funds		<u>1,303,968</u>	<u>1,200,880</u>
		<u>1,484,517</u>	<u>1,381,429</u>
		<u>2,164,194</u>	<u>2,261,442</u>

The accounts were approved by the board of directors and authorised for issue on 14 November 2022 and are signed on its behalf by:

*Y S Bramall*

Y S Bramall  
Trustee

Company Registration No. 3427303

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Cash (used in)/generated from operations	24	(3,948)	113,724
<b>Investing activities</b>			
Purchase of tangible fixed assets		(14,867)	(4,207)
Purchase of investment property		-	-
<b>Net cash used in investing activities</b>		(14,867)	(4,207)
<b>Financing activities</b>			
Payment of obligations under finance leases		-	(275)
Repayment of loans		(97,939)	(48,089)
<b>Net cash used in financing activities</b>		(97,939)	(48,364)
<b>Net (decrease)/increase in cash and cash equivalents</b>		(116,754)	61,153
Cash and cash equivalents at beginning of year		<u>1,063,513</u>	<u>1,002,360</u>
<b>Cash and cash equivalents at end of year</b>		<u>946,759</u>	<u>1,063,513</u>



# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## PARENT CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Cash absorbed by operations	24	37,576	(39,577)
<b>Investing activities</b>			
Purchase of tangible fixed assets		(6,460)	(37)
Interest received		<u>14,578</u>	<u>14,026</u>
<b>Net cash generated from investing activities</b>		8,118	13,989
<b>Financing activities</b>			
Payment of obligations under finance leases		<u>-</u>	<u>(275)</u>
<b>Net cash used in financing activities</b>		<u>-</u>	<u>(275)</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		45,694	(25,863)
Cash and cash equivalents at beginning of year		<u>770,494</u>	<u>796,357</u>
<b>Cash and cash equivalents at end of year</b>		<u>816,188</u>	<u>770,494</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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### 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 2022

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### 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 2022

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### **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 2022

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### 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 2022

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### 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 2022

3 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2022 £	Group	Unrestricted funds £	Restricted funds £	Total 2021 £
Donations and gifts	1,773	-	1,773		6,006	-	6,006
Grants receivable for core activities	<u>393,417</u>	<u>60,230</u>	<u>453,647</u>		<u>402,000</u>	<u>68,382</u>	<u>470,382</u>
	<u>395,190</u>	<u>60,230</u>	<u>455,420</u>		<u>408,006</u>	<u>68,382</u>	<u>476,388</u>
<b>Donations and gifts</b>							
Other donations	<u>1,773</u>	-	<u>1,773</u>		<u>6,006</u>	-	<u>6,006</u>
	<u>1,773</u>	-	<u>1,773</u>		<u>6,006</u>	-	<u>6,006</u>
<b>Grants receivable for core activities</b>							
Coronavirus job retention scheme income	6,665	-	6,665		72,083	-	72,083
Other non-performance related grants	<u>386,752</u>	<u>60,230</u>	<u>446,982</u>		<u>329,917</u>	<u>68,382</u>	<u>398,299</u>
	<u>393,417</u>	<u>60,230</u>	<u>453,647</u>		<u>402,000</u>	<u>68,382</u>	<u>470,382</u>

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies (continued)

	Unrestricted funds £	Restricted funds £	Total 2022 £	Company	Unrestricted funds £	Restricted funds £	Total 2021 £
Donations and gifts	1,773	-	1,773		6,006	-	6,006
Grants receivable for core activities	<u>393,417</u>	<u>60,230</u>	<u>453,647</u>		<u>402,000</u>	<u>68,382</u>	<u>470,382</u>
	<u>395,190</u>	<u>60,230</u>	<u>455,420</u>		<u>408,006</u>	<u>68,382</u>	<u>476,388</u>
<b>Donations and gifts</b>							
Other donations	<u>1,773</u>	<u>-</u>	<u>1,773</u>		<u>6,006</u>	<u>-</u>	<u>6,006</u>
	<u>1,773</u>	<u>-</u>	<u>1,773</u>		<u>6,006</u>	<u>-</u>	<u>6,006</u>
<b>Grants receivable for core activities</b>							
Coronavirus job retention scheme income	6,665	-	6,665		72,083	-	72,083
Other non-performance related grants	<u>386,752</u>	<u>60,230</u>	<u>446,982</u>		<u>329,917</u>	<u>68,382</u>	<u>398,299</u>
	<u>393,417</u>	<u>60,230</u>	<u>453,647</u>		<u>402,000</u>	<u>68,382</u>	<u>470,382</u>



# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 4 Charitable activities

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Sales within charitable activities	460,582	613,060	618,792	824,890
Services provided under contract	784,877	464,028	784,877	464,028
Performance related grants	156,839	133,317	156,839	133,317
Property rental from charitable objects	10,072	17,317	10,072	17,317
Other property income	<u>2,982</u>	<u>1,529</u>	<u>2,982</u>	<u>1,529</u>
	<u>1,415,352</u>	<u>1,229,251</u>	<u>1,573,562</u>	<u>1,441,081</u>
Analysis by fund				
Unrestricted funds	1,170,191	1,016,101	1,328,401	1,227,931
Restricted funds	<u>245,161</u>	<u>213,150</u>	<u>245,161</u>	<u>213,150</u>
	<u>1,415,352</u>	<u>1,229,251</u>	<u>1,573,562</u>	<u>1,441,081</u>
Performance related grants				
Sheffield City Council – Work Club	-	1,400	-	1,400
Keyworker project	<u>156,839</u>	<u>131,917</u>	<u>156,839</u>	<u>131,917</u>
	<u>156,839</u>	<u>133,317</u>	<u>156,839</u>	<u>133,317</u>

### 5 Other trading activities

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Income generated by subsidiaries	<u>699,771</u>	<u>673,534</u>	-	-
	<u>699,771</u>	<u>673,534</u>	-	-

All other trading activities are unrestricted.

MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2022

6 Investments

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Rental income on investment properties	33,620	29,871	33,620	29,871
Income from unlisted investments	-	-	14,578	14,026
Interest receivable from subsidiaries	-	-	64,886	56,957
Other interest receivable	-	-	-	-
	<u>33,620</u>	<u>29,871</u>	<u>113,084</u>	<u>100,854</u>

All investment income is unrestricted.

7 Raising funds

Group	Staff costs £	Depreciation and fair value gains £	Other costs £	Total 2022 £	Staff costs £	Depreciation and fair value gains £	Other costs £	Total 2021 £
Costs incurred by subsidiaries	<u>144,377</u>	<u>26,030</u>	<u>479,838</u>	<u>650,245</u>	<u>154,059</u>	<u>27,268</u>	<u>382,320</u>	<u>563,647</u>
	<u>144,377</u>	<u>26,030</u>	<u>479,838</u>	<u>650,245</u>	<u>154,059</u>	<u>27,268</u>	<u>382,320</u>	<u>563,647</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 2022

### 8 Charitable activities

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Staff costs	1,250,620	1,244,122	1,394,997	1,398,181
Depreciation and impairment	15,310	14,478	15,310	14,478
Regeneration project costs	534,608	261,426	534,608	261,426
BEST costs	26,422	20,146	26,422	20,146
Signpost costs	-	-	-	-
Sure Start costs	58,140	49,013	58,140	49,013
Other project costs	49,298	45,803	49,298	46,043
Premises costs	61,507	15,057	79,589	32,703
Travelling costs	3,740	3,089	3,740	3,089
Administration costs	14,277	30,942	37,889	33,568
Bad and doubtful debts	(1,465)	397	(1,465)	397
Legal and professional fees	<u>29,686</u>	<u>23,155</u>	<u>29,686</u>	<u>23,155</u>
	2,042,143	1,707,628	2,228,214	1,882,199
Grant funding of activities (see note 9)	-	10,000	-	10,000
Share of governance costs (see note 10)	<u>11,100</u>	<u>10,700</u>	<u>11,100</u>	<u>10,700</u>
	<u>2,053,243</u>	<u>1,728,328</u>	<u>2,239,314</u>	<u>1,902,899</u>
Analysis by fund				
Unrestricted funds	1,556,707	1,503,096	1,742,778	1,677,667
Restricted funds	<u>496,536</u>	<u>225,232</u>	<u>496,536</u>	<u>225,232</u>
	<u>2,053,243</u>	<u>1,728,328</u>	<u>2,239,314</u>	<u>1,902,899</u>

Governance costs includes amounts payable to the auditors of £4,400 (2021: £4,200) for audit fees and £6,700 (2021: £6,500) for other services. The cost of raising funds includes payments to the auditors of £5,000 (2021: £5,000) for audit fees and £2,850 (2021: £2,650) for other services.

### 9 Grants payable

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
<b>Estate/Property Management</b>				
Grants to institutions (1 grant):				
The Green Estate Community Interest Company	-	10,000	-	10,000
	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 10 Governance costs

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Audit and accountancy fees	<u>11,100</u>	<u>10,700</u>	<u>11,100</u>	<u>10,700</u>
	<u>11,100</u>	<u>10,700</u>	<u>11,100</u>	<u>10,700</u>
Analysed between charitable activities	<u>11,100</u>	<u>10,700</u>	<u>11,100</u>	<u>10,700</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	
	2022	2021	2022	2021
	Number	Number	Number	Number
Regeneration and administrative staff	68	69	68	69
Executive Management	2	2	2	2
Trustees	8	7	8	7
Generation of funds by subsidiaries	<u>8</u>	<u>10</u>	<u>8</u>	<u>10</u>
	<u>86</u>	<u>88</u>	<u>86</u>	<u>88</u>

#### Employment costs

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Wages and salaries	1,113,167	1,109,827	1,257,544	1,263,886
Social security costs	78,900	74,527	78,900	74,527
Other pension costs	<u>58,553</u>	<u>59,768</u>	<u>58,553</u>	<u>59,768</u>
	<u>1,250,620</u>	<u>1,244,122</u>	<u>1,394,997</u>	<u>1,398,181</u>

There were no employees whose annual remuneration was £60,000 or more (2021: none)

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 13 Tangible fixed assets

Group	Freehold land and buildings £	Long leasehold buildings £	Fixtures, fittings and equipment £	Total £
<b>Cost or valuation</b>				
At 1 April 2021	400,000	812,437	385,737	1,598,174
Additions	-	-	14,867	14,867
Disposals	-	-	(4,907)	(4,907)
<b>At 31 March 2022</b>	<u>400,000</u>	<u>812,437</u>	<u>395,697</u>	<u>1,608,134</u>
<b>Depreciation and impairment</b>				
At 1 April 2021	-	268,026	322,068	590,094
Charge for the year	-	12,329	29,011	41,340
Disposals	-	-	(4,907)	(4,907)
<b>At 31 March 2022</b>	<u>-</u>	<u>280,355</u>	<u>346,172</u>	<u>626,527</u>
<b>Carrying amount</b>				
<b>At 31 March 2022</b>	<u>400,000</u>	<u>532,082</u>	<u>49,525</u>	<u>981,607</u>
At 31 March 2021	<u>400,000</u>	<u>544,411</u>	<u>63,669</u>	<u>1,008,080</u>

At 31 March 2022, 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 (2021: £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 2022

### 13 Tangible fixed assets (continued)

Company	Freehold land and buildings £	Long leasehold buildings £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>					
At 1 April 2021	400,000	812,437	10,631	7,656	1,230,724
Additions	-	-	6,460	-	6,460
<b>At 31 March 2022</b>	<u>-</u>	<u>812,437</u>	<u>17,091</u>	<u>7,656</u>	<u>1,237,184</u>
<b>Depreciation and impairment</b>					
At 1 April 2021	-	268,026	8,053	7,100	283,179
Charge for the year	-	12,329	2,425	556	15,310
<b>At 31 March 2022</b>	<u>-</u>	<u>280,355</u>	<u>10,478</u>	<u>7,656</u>	<u>298,489</u>
<b>Carrying amount</b>					
<b>At 31 March 2022</b>	<u>400,000</u>	<u>532,082</u>	<u>6,613</u>	<u>-</u>	<u>938,695</u>
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 2022, 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 (2021: £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 2022

### 14 Investment property

	Group investment properties £	Company investment properties £
<b>Fair value</b>		
At 1 April 2021	3,766,065	466,550
Fair value gains and losses on investment properties	<u>(14,583)</u>	<u>-</u>
<b>Market value at 31 March 2022</b>	<u><b>3,751,482</b></u>	<u><b>466,550</b></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 2022

### 15 Fixed assets investments

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
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	%
<b>Subsidiary undertakings</b>			
Parkway Business Centre Limited	04617006	Ordinary	100
Managing Locally Limited	04115551	Ordinary	100
<b>Joint venture</b>			
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 £	(Loss) / Profit for the year £
Parkway Business Centre Limited	Property management	634,831	(2,077)
Managing Locally Limited	Regeneration consultancy	309,376	64,886
The Green Estate Community Interest Company	Greenspace maintenance and regeneration	281,547	(138,927)

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 2021.



# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 15 Fixed assets investments (continued)

The results of the charitable company's subsidiaries for the year ended 31 March 2022 are summarised as:

	Parkway Business Centre Limited £	Managing Locally Limited £
Turnover	659,400	82,065
Cost of sales	(130,458)	-
Administrative expenses	(465,347)	(17,179)
Operating profit	63,595	64,886
Fair value gains and losses on investment properties	(14,583)	-
Interest receivable	-	-
Interest payable	(51,089)	-
(Loss)/Profit before taxation	(2,077)	64,886
Taxation	-	-
(Loss)/Profit after taxation	(2,077)	64,886
Aggregate assets	2,684,335	816,782
Aggregate liabilities	(2,049,504)	(507,406)
Aggregate funds	<u>634,831</u>	<u>309,376</u>
Tax losses available to carry forward against future trading profits and non trading loan relationship surpluses		
31 March 2022	<u>202,000</u>	<u>21,000</u>
31 March 2021	<u>162,000</u>	<u>21,000</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 15 Fixed assets investments (continued)

The charitable company's share of its joint ventures for the year ended 31 December 2021 is summarised as:

	The Green Estate Community Interest Company £
Turnover	1,643,264
Cost of sales	<u>(1,582,466)</u>
Gross profit	60,798
Administrative expenses	(739,751)
Other operating income	<u>511,121</u>
Operating loss	(167,832)
Interest receivable	-
Interest payable	<u>(2,095)</u>
Loss before taxation	(169,927)
Taxation	<u>31,000</u>
Loss after taxation	<u>(138,927)</u>
Fixed assets	2,066,919
Current assets	<u>619,102</u>
Aggregate assets	<u>2,686,021</u>
Liabilities due under one year	(359,905)
Liabilities due over one year	<u>(2,044,569)</u>
Aggregate liabilities	<u>(2,404,474)</u>
Profit and loss account	<u>281,547</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 2022

### 16 Financial instruments

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
<b>Carrying amount of financial assets</b>				
Debt instruments measured at amortised cost	1,032,129	1,107,386	1,551,313	1,587,700
Equity instruments measured at cost less impairment	-	-	4	4
	<u>1,032,129</u>	<u>1,107,386</u>	<u>1,551,317</u>	<u>1,587,704</u>
 <b>Carrying amount of financial liabilities</b>				
Measured at amortised cost	<u>2,182,165</u>	<u>2,214,311</u>	<u>795,334</u>	<u>739,718</u>

### 17 Debtors

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Trade debtors	65,850	39,229	33,345	34,511
Amounts owed by group undertakings	-	-	682,797	778,567
Other debtors	18,983	4,128	18,983	4,128
Prepayments and accrued income	<u>14,635</u>	<u>23,290</u>	<u>4,973</u>	<u>9,017</u>
	<u>99,468</u>	<u>66,647</u>	<u>740,098</u>	<u>826,223</u>

Amounts owed by group undertakings include a loan to a trading subsidiary of £667,500 (including interest) (2021: £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 2022

### 18 Finance lease commitments

Future minimum lease payments due under finance leases:

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Within one year	-	-	-	-
Within two and five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

### 19 Creditors: amounts falling due within one year

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Bank loans and overdrafts	98,826	98,192	-	-
Trade creditors	62,502	27,933	26,413	11,695
Amounts owed to group undertakings	-	-	-	-
Other taxes and social security costs	19,289	12,786	2,007	9,656
Other creditors	131,065	124,366	79,169	83,479
Accruals and deferred income	<u>132,864</u>	<u>108,339</u>	<u>89,188</u>	<u>43,980</u>
	<u>444,546</u>	<u>371,616</u>	<u>196,777</u>	<u>148,810</u>

Included in other creditors is £60,000 owed to Sheffield City Council (2021: £60,000).

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 2022

### 20 Creditors: amounts falling due after more than one year

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Bank loans and overdrafts	963,969	1,062,542	-	-
Other creditors	<u>792,939</u>	<u>792,939</u>	<u>600,564</u>	<u>600,564</u>
	<u>1,756,908</u>	<u>1,855,481</u>	<u>600,564</u>	<u>600,564</u>
<b>Analysis of loans</b>				
Not wholly repayable within five years by instalments	528,398	636,915	-	-
Wholly repayable within five years	<u>534,397</u>	<u>523,819</u>	-	-
	1,062,795	1,160,734	-	-
Included in current liabilities	<u>(98,826)</u>	<u>(98,192)</u>	-	-
	<u>963,969</u>	<u>1,062,542</u>	-	-
Instalments not due within five years	<u>528,398</u>	<u>636,915</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 (2021: £600,564).

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	
	2022	2021	2022	2021
	£	£	£	£
Contributions payable for the year	<u>58,553</u>	<u>59,768</u>	<u>58,553</u>	<u>59,768</u>

## MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

#### 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 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Sure Start	362,440	-	(10,660)	-	351,780	-	(10,660)	-	341,120
Integrated Development Plan	65,645	-	-	-	65,645	-	-	-	65,645
Yorkshire Forward	115,250	-	-	-	115,250	-	-	(8,216)	107,034
Steel Inn Land Aid	106,246	-	-	-	106,246	-	-	(975)	105,271
Other regeneration grants	<u>174,132</u>	<u>281,532</u>	<u>(214,572)</u>	<u>-</u>	<u>241,092</u>	<u>305,391</u>	<u>(485,876)</u>	<u>-</u>	<u>60,607</u>
	<u>823,713</u>	<u>281,532</u>	<u>(225,232)</u>	<u>-</u>	<u>880,013</u>	<u>305,391</u>	<u>(496,536)</u>	<u>(9,191)</u>	<u>679,677</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 2022

### 23 Analysis of net assets between funds

	Unrestricted funds £	Group Restricted funds £	Total £
Fund balances at 31 March 2022 are represented by:			
Tangible assets	640,487	341,120	981,607
Investment properties	3,751,482	-	3,751,482
Share of joint venture gross assets/(liabilities)	93,849	-	93,849
Current assets/(liabilities)	263,661	338,557	602,218
Long term liabilities	(1,756,908)	-	(1,756,908)
	<u>2,992,571</u>	<u>679,677</u>	<u>3,672,248</u>

	Unrestricted funds £	Company Restricted funds £	Total £
Fund balances at 31 March 2022 are represented by:			
Tangible fixed assets	597,575	341,120	938,695
Investment properties	466,550	-	466,550
Investments	4	-	4
Current assets/(liabilities)	1,020,952	338,557	1,359,509
Long term liabilities	(600,564)	-	(600,564)
	<u>1,484,517</u>	<u>679,677</u>	<u>2,164,194</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 24 Cash generated from operations

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
<b>Reconciliation to changes in resources</b>				
<b>(Deficit)/Surplus for the year</b>	(145,634)	108,527	(97,248)	115,424
<b>Adjustments for:</b>				
Investment income recognised in surplus or deficit	-	-	(14,578)	(14,026)
Depreciation and impairment of fixed assets	55,923	56,329	15,310	14,478
Share of joint venture loss	46,309	8,542	-	-
<b>Movements in working capital:</b>				
(Increase)/Decrease in stock	(21)	1,504	-	-
(Increase)/Decrease in debtors	(32,821)	61,320	86,125	(44,984)
Increase/(Decrease) in creditors	<u>72,296</u>	<u>(122,498)</u>	<u>47,967</u>	<u>(110,469)</u>
<b>Cash (absorbed by)/generated from operations</b>	<u>(3,948)</u>	<u>113,724</u>	<u>37,576</u>	<u>(39,577)</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 2022

### 27 Operating lease commitments

At 31 March 2022 the group had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Within one year	76,613	77,492	31,197	31,796
Between two and five years	189,704	205,338	11,400	26,194
Over five years	<u>22,288</u>	<u>66,864</u>	<u>-</u>	<u>-</u>
	<u>288,605</u>	<u>349,694</u>	<u>42,597</u>	<u>57,990</u>

### 28 Related parties

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows:

	Group		Company	
	2022	2021	2022	2021
	£	£	£	£
Aggregate compensation	<u>103,293</u>	<u>101,151</u>	<u>103,293</u>	<u>101,151</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 £24,611 (2021: £13,990) (company: £18,633 (2021: £11,828)). Sales in the year were £nil (2021: £nil) (company: £nil (2021: £nil)). The amount owed by The Green Estate Community Interest Company was £nil (2021: £nil) (company: £nil (2021: £nil)).

### 29 Revaluation reserve

	Group	Company
	£	£
Balance at 1 April 2021 and at 31 March 2022	<u>180,549</u>	<u>180,549</u>