

CHARITY REGISTRATION NUMBER 1123187  
COMPANY REGISTRATION NUMBER 3427303

**MANOR AND CASTLE DEVELOPMENT  
TRUST LIMITED**

**GROUP ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Directors</b>	Y S Bramall K Crawshaw H A Dennis-Madin Cllr E M B Dodd R Dowling C M Hurst L M Moynahan	
<b>Chief Executive Officer</b>	L Warren	
<b>Finance Director</b>	R Robinson	
<b>Secretary</b>	L Warren	(Appointed on 7 August 2023)
<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  CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Mallong Kent ME19 4JQ	

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

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# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

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The trustees present their report and accounts for the year ended 31 March 2024.

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 2023/2024 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 2024

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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 2023/2024 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**

#### **People Keeping Well (PKW) and Community Wellbeing Programme (CWP)**

This programme is about partnership working and providing health and wellbeing activities in the community. It has a number of strands to the work.

#### **PKW Partnership Working**

- We supported local partners and cascade information to local organisations.
- We represented PKW partners at citywide meetings.
- We organised and facilitated monthly Community Development network meetings.
- Delivered the Mental Health Transformation project with Sheffield Mind and the Primary Care Network.
- We were members of the Dementia multi agency steering group.
- Partners in the development of a plan to meet Neurodevelopmental needs led by the Clinical Commissioning Group.
- Sheffield Mental Health Alliance now named Synergy Sheffield Mental Health Alliance – we are taking an active role and linking the Alliance into People Keeping Well. Lucy Warren was successful in her application to be a member of the Alliance Board.
- We extended our Collaborate programme, cross sector meetings including voluntary sector, health and social care, housing and NHS.
- Members of the Cities Cost of living strategy group.
- Members of the Diabetes Action Hub.
- Staff have attended the Leading Sheffield 'System Leadership' course with colleagues from across the health and social care system.
- We are delivering Peer Support Mental health project for Synergy.
- We have hosted 4 x third year medical students from Sheffield University for a 6-week placement.

#### **Primary Care Network (PCN)**

- We worked closely with the PCN to deliver social prescribing.

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## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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- We hosted trainee GPs and medical students to understand how communities support improved health.
- We worked with Primary Care Network to promote and attend workshops to look at access to and take up of blood pressure testing in the local area.
- We worked on a project hosting Occupational therapist students during leadership placements.
- We delivered a cancer champions project in conjunction with the Cancer Alliance.
- We continue to deliver our Falls prevention programme in conjunction with our PCN and Age UK Sheffield.
- We were involved in the PCN engagement work to develop the mental health transformation project.
- We developed community support for Smoking cessation project.

### **Mental Health Transformation Project**

The MHTP has been the catalyst to set up and develop a range of projects supported by Peer Inclusion Workers who then supported 3 local people as Peer Inclusion volunteers, who help support activity which helps those with mental ill health to become integrated into their community and make positive connections. Those with SMI have been supported to attend Sheffield Castle Park Run and one client has volunteered and helped to set up Junior Park Run in Norfolk Park on Sundays. Referrals made to other internal and external services including, MCDT Advocacy team, Age Better, Ignite Imaginations, Citizens Advice and back to the Connector service (Sheffield Mind).

Outdoor projects have been developed, including: Woodland Confidence sessions in Manor Fields Park outside classroom, Take Part wellbeing sessions in the York House Garden and Park Centre Community Garden.

Other support and wellbeing groups include Take Part in the Sewing Room, MCDT Dementia Café at Spires, Spires Food Bank, MCDT Online Women only group.

Extra funding (£600) was accessed by MCDT from Keep Moat Housing Development to cover costs of refreshments for the social groups/projects, food has become a key component for the vulnerable clients.

Cost of living increases re food and rent hire impacting on the project.

PCMHTP MCDT Lead attends weekly MDT meetings x 42.

21 clients with SMI supported.

3 Peer inclusion volunteers involved.

### **'Lets Have a Chat' Men's Mental Health Peer Support Group**

Over the period between April 2023 to March 2024 'Let's Have a Chat' men's mental health peer support group has been funded through SCC Small Grants (Suicide Prevention), New Ground (Together Housing), East LAC and MCDT Opportunities Fund. We have every intention of continuing the group and are in the process of finding and applying for further funding sources.

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## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### What we do

We have created a safe space and environment for men in our area to regularly meet and make connections. Facilitated by MCDT staff we practice a peer support model to enable group members to manage their mental health through activities and non-judgemental, empathic social engagement and seek to break down situations of social isolation and raise awareness of suicide prevention.

Using local quality green space and the five ways to wellbeing, and linking in with the Wildlife Trust, provides the opportunity for health walks, one to one walks, participation in appropriate wildlife activities, e.g. Bird-box making, foraging walks, wellbeing techniques which all supports the evidence that linking in with nature proves that individuals thrive and their mental health improves.

If appropriate members can be referred to the organisation for support and are able to access online information.

The group has built bat boxes and bird boxes which have been placed in Manor Fields Park and in the garden at Norfolk House. Food has also been prepared and cooked on site for the group from bacon sandwiches to soups and stews prepared from scratch with fresh ingredients.

A Xmas quiz and other quizzes in general knowledge and cryptic questions are periodically provided in the sessions. These quizzes have been created by a group member of staff. The group made mindful decorations for a Xmas tree in the Cathedral using materials from the park as part of the annual Xmas tree festival.

We have also engaged with the Baton of Hope initiative, which is a national initiative to raise awareness of suicide amongst men.

Engaged with a local GP who visited and partook in the group, we spoke about the value of the group to the men and were able to express the dynamic and nature of the group to the GP to provide a clear picture of suitability and who would benefit from it.

Four medical students attended the group as part of their placement in the community organisation researching the benefits of green social prescribing. The students interviewed the men with pre-prepared questionnaires.

A medical student attended the group in a placement position as part of his studies. It was an excellent example of two-way engagement with both the student and the men engaging and learning from each other. The student gave us excellent, positive feedback on his experience with the group and this feedback was further expressed by Whitehouse Surgery, where he was based during his placement. This placement was organised by Michael in order to give the medical student a wide flavour of the work we do and enable him to talk to as many clients as possible.

We received information from the Bare Project about another organisation which potentially could further support the Men's Mental Health Peer Support Group. We attended a Zoom Q & A session on 19 March and fed back to the Bare Project.

After discussion it was agreed to submit a bid, led by the Bare Project, which is an Arts Company in partnership with MCDT. This is funded by the Baring foundation and is aimed at attracting new male participants into creative mental health programmes focussing on creative opportunities to people with living with mental health problems.

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## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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Ash a local resident established a support group for those with EUPD. Ash's group received support for funding through MCDT. Ash visited Let's Have a Chat to talk about his group with us and share his own experiences and knowledge with the group.

It is clear that when the men are taking part in activities, they engage with each other and talk about how they are feeling and offer each other practical support to improve their mental health.

### Advocacy 121 Support

- Our waiting lists have increased for one-to-one support, so we now either see clients at GP practice or at one of MCDT offices, this helps us manage our time better and give better time to each referral, where a client is unable to do this a home visit would be arranged.
- Housing support has increased around unsuitable housing, over crowded and homelessness, there is more support for clients who are homeless and either sofa surfing or sleeping rough on streets, in bushes and in sheds, we support by liaising with Sheffield City Council, Shelter and other Housing providers, each individual that does experience homelessness cannot cope with their circumstances and tend to also have mental health issues, suicidal thoughts, due to mental health and risk of self-harm there has been safeguarding's submitted where we believe the individual are at risk of taking their lives and may have also referred to Sheffield City Council for a TAP this is all professionals that may or should be involved with the individual to set up a plan of action to help the individual/client, this can be a long process and currently due to shortfall in our housing situation in Sheffield, people are homeless longer and potentially may not be offered interim housing for them which means their circumstances would not change. Older people who find they cannot manage in their homes, due to falls or just not able to manage getting upstairs, we have submitted reports to Aids and adaptations where an assessment would be completed on each person or persons in home, to identify the risk and provide solutions, stairlifts, grab rails etc. But this is also taking longer due to shortage of housing and the client would be at risk of falls etc, this has happened and a client did end up in hospital. But we have also supported people wanting to leave sheltered accommodation as they feel like a prisoner and have no contact with one, feel abandoned and lonely this would be flagged up with social care.
- Outstanding repairs via housing this could be issues with mould to any other significant issues related to their homes, but also health impacts that has affected the client and family – where we have had to liaise with housing to acknowledge the effect of poor housing, this has been a huge increase and overall NHS have noticed an increase caused by poor housing conditions and in some cases clients have moved due to the impact on their health deterioration.
- Mental health support has increased since pandemic for both male and females but the higher percentage is men, a lot of support needed to manage their mental health may be local activities that we can link them into such as Men's let chat group, Take Part in garden as well as physical activities, health walks and some support would be support at health appointments via GP or any other health needs where they would not go on their own because of mental health would not attend, eg one female would not leave her home due to her mental health and we had to complete a home visit, was asked if she felt suicidal she said she was and felt alone and helpless, contacted her GP and they got straight in touch with her but she was still not able to collect her medication due to her mental health, so we had to liaise with her GP again and they have managed to set her medication to being delivered – keeping in touch so they still have contact and this is with everyone with mental health issues to touch base a check in (text



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FOR THE YEAR ENDED 31 MARCH 2024**

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message) helps them feel valued but also if in crisis. But if they are at risk ADVICE to go to places of safety if at risk of self-harm straight to A&E, some clients may also be a waiting list for support with mental health via specialist services and this can take time, so we find that by text messaging service does help them manage their mental health better.

- Cuckooing is still increasing in people's homes. This could be a person making out that they are helping someone but they are actually taking advantage of them. This could either be financial abuse offering to help with shopping etc but also taking money or personal belongings. Most staff that provide 121 support have had training around cuckooing to identify signs that this could be happening a client and will be able to link into services and alert support is needed. The people committing the offence will take advantage of anyone, elderly, alcohol dependent, learning disability and other vulnerable clients, this would be a safeguarding issue and local authorities would be notified.
- Support with 121 around budgeting and helping clients manage better this could be where a budgeting expenditure is completed establishing where support is needed, help to prioritise payments via rent etc, support may be needed due to learning needs or language barriers and mental health, this is to support the client to manage independently. They may also deal with debtors and if required to work out affordable payment plan with the client. Some clients may still need to be referred to specialists around this and may need D.O.R. and other pathways via support.
- Cost of living crisis has had a major impact with increasing numbers of people relying on food banks every week. When a client is unable to collect due to health conditions we would support collection of their food but also link them into other providers, but also liaise with their energy providers to see what support they could provide to reduce costing and link in with National energy action who also look at better deals for clients and may be able to support with small funds to help with energy. Clients have been supported via small grants from local authorities via household support fund. Clients have needed more support in the last 12 months to manage a lot of things financially and cut costs where they can, we have also had to liaise with local assistance scheme to help clients where they have needed help in a crisis this may be help with white goods or any other essential items they may need, we sometimes liaise with St Vincents De Paul as they provide furniture and if we are not successful with LAS we would liaise with them.
- Some individuals may be new to area and may need connecting into services and local amenities, activities and linking into services in area. We have parents/single parents moving into area and we link them into relevant support via Best Start, M.A.S.K, GP practices, dentists and schools providing relevant resources, also linking them with other services that may be able to help further via specialist skills if required via MAST team.
- Over this last year there has been support for more clients/patients needing help with resources whilst receiving palliative care this may be access to benefits they may be entitled to due to their circumstances/health needs or linking them into other services such as Age UK, Macmillan /Cancer Alliance.
- Supported clients that have moved out of the area and needed support in new area, where we managed to liaise with link and community workers in their area so are still able to receive support.
- Working in partnership with Dovercourt, most of the staff have been trained to carry out Blood pressure checks and this works well with groups etc where we can check individuals BP this is continuing to be successful where we are noticing a trigger where a BP may be high and liaise with their GP and have them to have a follow up with their GP to check.

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## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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- This will hopefully encourage clients to be mindful and gives them reassurance, but also has been really positive, we have also encouraged clients to take up cancer screening and support clients either to book an appointment but also attend an appointment should they need support to manage. This could be either mental health or any other disability or vulnerable needs where they would not go without support.

### **The VCS Primary Care Health and Social Care Waiting List**

Referrals from Primary Care Waiting list to a range of light touch MCDT activity, volunteering and Green Prescribing Activity.

Most one-to-one support for patients was provided either in surgeries or at home due to each individual needs of the patient.

### **Personal Development**

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

Volunteering is an important part of what we offer to people as part of their personal development. Many of MCDT service users develop through becoming support/volunteers for others accessing MCDT activities and services. Volunteering often helps those with mental ill health, providing structure to their day, giving their time for good, learning new skills, building on the individual's strengths, feeling of worth whilst being supported.

The formal process of volunteering for MCDT provides the experience of application process, with help, describing and recognising what they are good at and enjoy doing, which can lead to paid employment. Opportunities for MCDT Health Champions volunteering includes:

#### **Light touch groups-**

- Thursday Arts and Crafts. Time to Change Wellbeing Group (meet weekly).
- Take Part in the Sewing Room (meet weekly) (wellbeing and skill share).
- Forget-Me-Nots singing group (meet weekly) (dementia friendly).

#### **Specific groups-**

- NP/A Men's Group (meet weekly).
- Sisters of Steel Women Empowerment Group (meet monthly). Delivered by 3 female volunteers.
- Let's Have a Chat Men only Suicide prevention (meet weekly).
- S2 Women's Creative Group (6-8 week blocks based on activity).
- Take Part Online Women only self-care group (meet weekly). Delivered by 2 female volunteers.
- Dementia support groups (meet weekly).
- Breakfast Club (meet Weekly).

#### **Green Social Prescribing Activity-**

- Take Part in Nature (meet weekly, outside classroom).
- Woodland Confidence (8 sessions per course).
- Take Part in Park Centre Garden wellbeing group (meet weekly in community garden).
- Take Part in York House Garden wellbeing group (meet weekly).
- Spires Allotment.

#### **Community Development/Engagement**

- ECHO –Pre-loved clothing and support (open to public 3 days per week).
- Dementia Support groups.
- Reception/Admin role.

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## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Sheffield Community Makers

- Opportunity through Co production with Sheffield Community Makers volunteer programme.
- Access to free training, arts-based volunteering in the city through VAS.
- 3 MCDT volunteers have signed up this initiative.

### Cancer Champion Volunteers-Launch in September

- Promoting cancer screening.
- Supporting Weston Park Charity Purple bus outreach service x2 volunteers.
- Recruited a local senior cancer nurse to support screening activity.
- 2 volunteers took part in the Walk as One for Weston Park Charity, 10 mile walk on 17 September 2023.

### Community Cohesion activity

- Friends of Manor Fields Park (meet bi-monthly, activity includes health walks and events).
- Supporting MCDT Steps to Excellence Wellbeing Development Programme (6-week development programme).

1 Health Champion volunteer supported. 8 participants completed the programme. All female. 3 with serious mental health, 5 with moderate mental ill health. 8 white /British age range from 30 years to 55 years.

April – September 2023 New Volunteers recruited x 7 - April to September - 672 hours volunteered  
Existing volunteers x 17 - 1,632 hours volunteered.

### October - December 2023

**Overall total of hours volunteered = 533**

**New volunteers this quarter = 1 person being processed**

**Volunteers exited and in to paid employment = 1**

**Access to training = 5**

**January – March 2024. 1 Female White/British, memory loss due to stroke, Supporting delivery of Mindfulness movement programme. Self Referral.  
12 sessions x 4 hours- x 3 = 144 hours volunteered.**

### **One off session Wednesday 24 January 2024, partnership piece of work with Counter Context consultation and MCDT.**

8 local volunteers living on lower income's recruited by MCDT to attend a focus group.

The focus group was part of a major study looking at how public consultation could be improved to ensure that vulnerable/marginalised people are heard across communities.

8 volunteers = 5 women, 3 men all S2 residents Aged 35 years to 67 years.

8 x 3 hours = 24 hours volunteering time contributed in total.

1 volunteer supported recruitment x 6 hours provided.

**30 hours contributed.**

# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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**January-March 2024. Total hours overall volunteered = 846 hours**

**4 x Sheffield University Third Year medical Students were hosted by MCDT for 6 weeks. Their learning experience.**

**Involved supporting the MCDT groups. They researched via asking participants about their personal experiences of access to health services and their experience of the services accessed at MCDT.**

**Hours contributed – 4 x 20 hours x 6 weeks = 480 hours**

**April 2023 to March 2024:**

**Number of volunteers contributed their time this year = 38**

**Number of Hours volunteered overall = 3,318**

The Green Prescribing opportunities for volunteering have grown with MCDT's Peer inclusion worker leading on Community growing in the community utilising Park Centre Community Garden, Manor Fields Park outdoor classroom and York House Garden also support given to Spires Allotment volunteer group. Also delivery of local health walks in the day and evening walks.

Involvement in an Open Gardens Event at York House, co-produced with the Friends of Sheaf Park. Showcased the garden on behalf of The Take Part in the Garden Group. 6 members supported on the day. 30 local people visited.

Three regular volunteers have supported the Woodland Confidence courses delivered in x 2, 8 week blocks. 8 participants completed.

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

- 1 x MCDT Steps to Excellence Wellbeing Development Programme (6-week development programme) delivered.

1 Health Champion volunteer supported. 8 participants completed the programme. All female. 3 with serious mental health, 5 with moderate mental ill health. 8 white /British Age range from 30 years to 55 years.

### **Adult and Community Learning**

**Multiply contract via SCC to develop maths skills for adults focusing on**

**Household Budgeting.**

**Upcycling and thinking green.**

**Cooking on a budget.**

**My energy costs.**

**Sessions are delivered in Manor Castle, Woodhouse, Park and Arbourthorne and links with schools are being used to help parents with supporting their children with maths.**

**Those accessing sessions where appropriate are being signposted to services that can help with debt advice and Matrec to access further learning opportunities.**

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## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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### **Community Development**

Cost of living development workers.

SCC contract for 1 FTE to support welcome spaces to develop and become sustainable through linking across a network and accessing additional funding opportunities.

MCDDT workers have supported existing groups, identified gaps and started a new breakfast drop in at PMCH Wybourn where individuals can pop in for a free breakfast and access cost of living support. This can be in the form of:

Access to school uniform.

Debt advice referrals.

Support to access the household support fund.

Holiday fund.

Food bank referrals.

Signposting to other welcome spaces and groups.

### **Pat Midgely community hub**

Work has been ongoing to build capacity at the new community centre, encourage new users and bring an income in to make the building sustainable. Working with Great places centre coordinator has been recruited and work is underway to create an independent organisation to run the building. MCDDT roll is to advocate for local voices and encourage more community involvement as well as offering community development experience to design services fit for the community.

### **Local Opportunities Fund**

As part of what we deliver with the CWP, we provide a small grants fund to give partners an opportunity to deliver health and well-being activity. This year we used the resources to fund the following activity:

- Christmas gifts for vulnerable children as part of the Holidays activities with Food (HAF) programme.
- A Mindfulness based stress reduction programme.
- Journal for Joy, a 6-week journalling programme for women where journalling is used as a therapy tool.
- Forget-Me-Nots, a Dementia friendly singing group.
- Men's Mental Health Peer Support Group 'Let's Have a Chat'.
- MASKK, Friends of Manor Fields Park, Green Estate and 186th Sheffield hosted a family Halloween event in Manor Fields Park.
- The Corner House group supports individuals and families with a holistic approach to identifying and their needs and work on solutions.
- Community Bonfire event at Manor Fields Park.

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## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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### **Weston Park Cancer Outreach - The Big Purple Bus**

Building on the relationship with Weston Park Cancer Support. Funding has been accessed to obtain 2 buses by Weston Park Charity to provide a Cancer Care service in the local community. Manor and Castle are one of the pilot areas to have the service launched in September 2023. 2 local volunteers have been identified to support the service, which will see a static bus with specialised cancer staff available for advice and support on the Manor Park Centre shops, once a week.

Over 50 people have stepped on the bus for advice and support.  
Future site to be identified on Arbourthorne by September 2024.

MCDT are represented on the Steering Group. MCDT staff recruited local people to be involved in the development of the signage on the buses and the logistics of the use of the buses.

Take Part in the sewing Room Group applied for Weston Park Cancer Charity small grant funding and were successful. They delivered a project, sewing 50 educational resources to be used on the Big Purple Bus for Breast Cancer Screening. 6 members of the group were involved in the project and 4 of the 6 had lived through the experience of cancer.

### **S2 Women's Creative Group**

Local women aged 30 years to 85 years have been recruited and supported to be involved in a series of arts sessions which have included costume design, flower arranging and performance at Crucible theatre and local community venues.

The Fantasy Project allowed 12 local women to meet for 12 workshops, to create an alter ego, design and create the character and costume. Through weekly workshops they were able to learn new skills and increase their confidence. This was celebrated by a catwalk presentation in front of 350 people within the Play House theatre.

The Witch Craft project involved local 10 women meeting weekly to coproduce with a local flower shop and Sheffield Theatres the designing and making of wreaths, workshops involved interactive activity and the chance to discuss women's issues. All the wreaths were displayed in the entrance to the Crucible theatre, and all members attended the play "The Crucible" based on the story about women being executed and accused of witchcraft. Finally, the group were invited to an intergenerational meal with a group of young women who had been involved in the project.

### **Mindful Arts and Crafts and Lunch Club at Arbourthorne Centre**

Weekly activity to support people's emotional wellbeing. 11 sessions with 37 beneficiaries including 13 new beneficiaries.

Activity includes:

- Making their own journals and sharing their past and planning their future.
- Designing Christmas decorations.
- Outdoor crafts.
- Leaf painting.
- Afternoon tea.
- Bingo.

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## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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- Pamper sessions.
- making bath bombs to encourage self-care.
- Music and arts.
- Making healthy overnight oats.
- Christmas party.
- Working in partnership with the Theatres and the Wildlife Trust.
- Making props for the drama sessions and the concert.
- Planning extended day walks.

### **Take Part in the Sewing Room**

A group that was requested by a number of people accessing other mental health support.

Group consists of 9 local women. Meet weekly at York House. Skill share. Have completed a project for Weston Park Cancer Charity re the Big Purple Bus, making 50 educational resources for use on the bus. 50 resources made. The group also displayed their work at the Quadrant for one week before Christmas as a fund raiser. This group has 3 lead volunteers. 2 volunteers with sewing skills.

### **Spires Community Allotment and Gardens**

- Supported volunteers to become constituted and set up their own bank account.
- Continue to support the group.

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

The Norfolk Park and Arbourthorne Men's Group (NPA) met on a weekly basis and got involved in the following during the above period:

- Langsett Reservoir project with Sheffield and Rotherham Wildlife Trust intercultural stories, nature connection health and walking.
- Sheffield Theatres project – play writing and performance project which concluded in performing the play at the Crucible Theatre. Tour of theatres and discussion on the benefits of drama and arts.
- Speech writing project- speech writing workshops with Dash Arts Coaches – culminated in speech performances at Home theatre in Manchester
- Trips to Calver, Bakewell and Rotherham transport museum.
- Canal and Rivers Trust project – including canoeing and boat trip including training on how locks work on the canal and the importance of correct Canal management.
- The group provided a placement for 3<sup>rd</sup> year medical students.
- We introduced a new “welcome” to the weekly group where all the men who come to the session chat over a cuppa and talk about any highlights of their previous week or any challenges they are facing. There is no compulsion to talk and everything that is said is kept confidential
- We submitted a funding bid in collaboration with the Bare Project, to English Heritage to research working class stories. The project centres around the connection between allotments and pigeon fancying in the Manor area. It's titled “Of Pies and Pigeons”. It is hoped to recruit some of the men from the Norfolk Park and Arbourthorne Men's group to help with the project.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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- As part of Community Development, the group opened its own bank account in preparation of becoming an independent group with effect from 1 January 2024. A constitution was agreed, and a meeting took place to elect chair, treasurer and secretary. All the necessary documentation was completed to enable the Group to become an independent Group with effect from 1 January 2024. Agreement was reached with the Trustees of the Spires Centre regarding room hire costs. This fits in with the available budget. It is now responsible for its own finances, code of conduct (group agreement) and adherence to Health and Safety Policies. They still receive support from MCDT Health worker.

### Digital Inclusion

The weekly digital drop in runs from Pat Midgley community hub and supports individuals with access to devices the internet and one to one support. Individuals through the drop in are usually more mature with limited knowledge or confidence and a class would feel intimidating. To date they have been able to access online opportunities for saving money, shopping, access services, applying for work, and staying in touch with family.

### Community Bonfire

Worked with partners to organise and deliver a community bonfire, with a professional firework display, food outlets, including one run by our volunteers and stalls. Over 5,000 people attended without any publicity other than local word of mouth and social media.

### Echo

Mondays at Echo continues to run. We have two volunteers being trained. Access has improved through linking with the Springboard social café.

Since moving the Take Part in Sewing Room group to York House, this has enabled Echo to be opened for an additional day for temporary period and Echo has allowed the Take Part in the sewing Room group to display their work and use materials from the Echo stock.

Echo continues to be a hub for the community who are experiencing financial and social exclusion. Sessions have extended from one per week to three with separate groups developing their own offer and activity while having access to the resources in the clothing shop and toy swap library.

Echo is an integral part of the support systems in place to mitigate the worst effect of the cost-of-living crisis, while linking to the S2 foodbank and becoming a welcome space welcoming new customers and participants who come along to socialise and access support offered by Charlotte Hutton.

Charlotte has supported people going through grief who had no other place to go when feeling lonely, the sessions offer a safe space and opportunities for peer support to develop while Charlotte supports those with more complex needs such as asylum seekers and refugees in need of support and opportunities to make connections and put down.

### Springboard (Mental Wellbeing group)

Has 3 volunteers + health and wellbeing worker.

Community 15-25 people each week.



# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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Chair Aerobics takes place every week helping clients with arthritis and encouraging them to move more and working on flexibility and mobility.

- Card making.
- Rock paintings.
- 7 ways to wellbeing.
- Dominoes.
- Bingo.
- Dancing.
- Stretch work outs.
- Cards.
- Jigsaw.
- Knitting.
- Menopause talks.
- Checking your breast (Health M.O.T).
- Blood pressure checks.
- Planning debt support and advice.

Moved venues due to old venue needing changes to the building.

Now working in partnership with Guildford view community hub.

Planning a Halloween party and Christmas party for this year.

The health and wellbeing worker supports the volunteers in leading the group.

Due to weather conditions, we have delivered all sessions in the Centre.

One volunteer from the group has planned to knit bunting with some of the group which will then be displayed at the Crucible Theatre in Sheffield.

We also encourage the group to oversee putting a quiz together and also the group meet separately from the meetings and have met for lunch and trips out together.

Now the venue has moved to Guildford a new community group has started a friendly group working together in putting a lady's group together on Mondays where they meet for coffee and have lunch together and play dominoes.

There is also a men's group taking place now running from the Centre.

### **Economic Recovery Fund**

The local steering group worked together to select a community Artist the successful candidate was Alastair Flindell. Alastair ran a number of community engagement activities and met with individuals to gather archive footage and local stories to help with the design work, as well as arranging for photography sessions to capture local people.

A local newsletter was developed to inform local people what has been happening and to promote the summer event.

The summer event was delivered in August with local residents and groups having stalls, shop keepers engaged and those living in the flats on Manor Park were invited to afternoon tea at Kathy's Tea Room.

# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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Progress on the project has included the installation of a new bin, artwork on the gable end and will also include planters, where we have had to spend time gaining permissions from SCC and are working with Amey. An estimated 200 local people attended the event as well as SCC officers and the Committee Chair. Steering groups were attending by partners.

### **Healthy Lifestyle**

#### **Eat Well Programme**

Two courses run in 2023/2024. This is a 6-week programme supporting people to eat healthy food, feel good and move more.

#### **Physical Activity**

We have delivered a range of physical activity to meet the needs and abilities of local people:

- Health walks.
- Circuits.
- Rebound.
- Boxercise.
- Zumba sessions.
- Pram push.
- Family boxercise.
- Kettle bell.
- Pilates.

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

This work involves running and supporting cafés and activities run by our partners, the Spires and Victoria Community Enterprises, that the people living with dementia and their carers decide they want to experience.

The Spires Café has subsequently delivered quizzes for both general knowledge and music ones including one about musicals which was highly enjoyed by everyone with a bit of singing and foot tapping along the way.

We now have regular craft activities which have included embroidery, jar painting and pompom making. In addition, we've included inflatable bowling which is suitable for everyone as well as dominoes and bingo.

MCDT also provides a service to connect newly diagnosed patients and their carers into local support services.

#### **The Forget-Me-Nots (Dementia Friendly) Singing Group**

The Forget-Me-Nots singing group has 23 members which includes individuals with memory loss, in recovery from cancer, terminally ill with cancer, learning difficulties, mobility issues, and mental ill health. The group now meet weekly at VCE church which the group contributes towards gas and electricity bills. They meet at 5pm for a social group session and then 6pm to 7pm for singing.

A professional singing coach leads the group. The group enjoy meeting to sing together as therapy and a social group. The group were invited to perform at the VCE community has talent event, the Manor Park Christmas event and Temple Centre event.

One member has Serious Mental Health and attends the group for his wellbeing. He reads music and plays the piano to accompany the groups singing. The group collectively have looked at continuation funds. Members

# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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pay a weekly donation as a contribution to the cost of the singing coach and venue hire. Manor Park TARA have supported financially to the running costs of the group also the group have performed in the Sheffield Crucible foyer, with a collection bucket as a fund raiser. Free theatre tickets for "White Christmas" performance were accessed by the members of the group.

### **Dementia**

Dementia Partnership Meeting (GPA1 area).

Attended and contributed to the discussions around bettering support for people.

GP Practice Multi-Disciplinary Team Meetings (MDT's).

Attended dementia focused MDT's for Norfolk Park and Dovercourt practices. Attended weekly non-dementia focused MDT's at White House practice. These ensure that people with more complex and intensive needs are discussed and actions.

TAP (Team Around the Person) Meetings.

Attended meetings for people with complex needs including dementia.

Falls Prevention

- Providing information.
- Conducting home audits.
- Helping to develop user friendly resource.

### **Separate Dementia project to support hospital discharge**

Liaising with the hospital discharge team.

- Informing them that we are already supporting someone who has been admitted to hospital. This information means they can contact us when a person is due to be discharged.
- Working with the discharge team to help support someone both during and after the 6-week post-discharge support period and to help meet their needs.
- Working more closely with the person with dementia and anyone who supports them so that this reduces their risk of being readmitted.
- A common reason for admission is falls. Providing a falls risk assessment to help identify areas which could help prevent falls.

### **Other Areas of the Trust's Activity**

#### **Park Community Centre**

##### **Afternoon tea**

14 ladies and gentlemen meet on a weekly basis.

# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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### **Community Café**

We were successful in recruiting 2 new volunteers to deliver the café service and now open Mondays and Wednesdays offering a selection of affordable meals. It has become a real hub vibe again. A destination where people just stay and hang out. 240 volunteer hours contributed.

### **Pantry**

64 people have received a service from the pantry and 1,922 shopping baskets have been filled. 8 families received fuel payments kindly donated by another community member. Total volunteer hours 760.

### **Park Library**

The library is still not back to where we were before the lockdown, but we have been able to significantly increase the hours due to new volunteers joining the team. We have lost 4 experienced staff due to work or family commitments, but we have gained 5 new people who have enabled us to increase the hours. We now open Monday 10-2.30; Wednesday 10-5.30; and Friday 10-12.30. 10 volunteers delivered 910 volunteer hours.

### **Wybourn Women's Group/The Corner House Group**

This year has seen some members develop and move on and new members join the group there is a regular attendance of up to 18 women, the sessions continue to provide a welcome safe space for women to support one another while signposting to services where required.

- Cooking on a budget.
- Healthy eating.
- Multiply.
- Wellbeing sessions.
- Topical Discussion sessions, (education, schools, parenting, DV, housing, relationships, social media).
- Signs of safety sessions for parents to identify grooming.

The activity is funded through grants from Great Places Levy and cost of living small grants.

This year has seen 45 weekly sessions, Easter stay and play sessions, local summer family days out x 4 accessed by 17 families with 28 children, October half term stay and play, Christmas grotto accessed by 150 children from the Wybourn community and February half term stay and play.

The women who attend this group are actively involved in the designing and delivering the sessions bringing ideas and helping at the stay and play sessions and Christmas grotto.

### **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 school holidays. We reached approximately 2,000 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.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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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.

### Best Start Communities Count

Best Start Communities Count has been extremely fortunate in receiving a third round of Reaching Communities funding from the National lottery. Best Start 3 runs from September 2022 – August 2025.

Our Best Start areas are four of the most deprived wards in Sheffield as measured by the Index of Multiple Deprivation. Children under four make up 6.5% of the total population and this proportion is increasing.

The beneficiaries for this project will be children aged 5 and under, their parents/carers and their siblings in 4 specific deprived areas in Sheffield.

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

Due to increased demand and a complete loss of all similar provision we have expanded our toddler group offer into 2 further communities.

- Gleadless Valley.
- Southey.

We are now in year 2 of the project and our programme of activities is thriving and really busy.

We delivered this year the following groups:

- 15 Toddler groups with more on the way (570 sessions provided so far this year).
- All staff now deliver the Say and Play programme at most sessions to improve speech and language in very young children.
- Volunteer training continues to be successful. 3 new cohorts have been trained this year and we currently have 22 volunteers.
- HAF holiday provision is going well with (26 days delivered so far this year and 1,206 children attending over the year plus parents / carers).
- 3 parent led partnerships which are now constituted and have their own bank accounts. We are supporting them to raise their own funds to ensure on-going sustainability and project legacy. This has been going really well and we have already been successful with a number of small bids.

The volunteers are working well and the relationships they have with the families are positive and supportive.

In addition to the core offer, we also have a small contract with the local authority to recruit and train volunteers to support the work of the Children's Centres. 17 new volunteers have been recruited and trained.

We have regular update meetings with Family Centre Coordinator, and they are happy with how this contract is running and the volunteer activity, especially the retention of volunteers and recruitment of new ones.

Over the summer, some volunteers came to holiday activities to help together with Family Centre staff creating a positive partnership working environment.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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We have been working with the Local Authority to get them to release contracts to deliver Building Successful Families to the VCF sector. This has been a positive process. The contracts have now been advertised and we were successful in our bid to deliver the contract for Locality C and D. This contract is worth £75,000 per year for 2 years. We are due to begin delivery in April 2024.

### Supporting People into Work

Our role within the Employment Team is to support and prepare people to move closer to employment, through training, education, personal development, and volunteering. With a strong focus on those people that are long-term unemployed and/or unable to sustain employment and/or economically inactive residents with barriers preventing them from engaging in the labour market.

We achieve this using a variety of methods and activities, we focus on engaging those 'hardest to reach' who are economically inactive and socially excluded. We meet every new participant in 'their' familiar surroundings. We explain our voluntary offer, as none of these programmes are mandated. If the person then wants our support, we do an initial diagnostic assessment to understand the challenges they face that prevent them from securing employment. There are often multiple barriers to progression, these may be personal barriers such as low self-esteem and/or confidence, often there are health related barriers, including managed health conditions and/or mental ill health. Barriers through offending or MAPPA/licencing restrictions or practical barriers such as debt, housing, relationship issues and/or financial hardship. Strengths, skills and areas for development, job and career aspirations and goals are discussed and defined. Individual tailored action plans are developed with participant collaboration, including SMART actions to address/remove barriers, empower and motivate to secure and sustain employment. The advisor and participant build a trusting relationship, helping the participant feel at ease and be open and honest and more accepting of change and of being positively challenged. Every participant has a CV developed and suitable email address for employment/employer correspondence and at each intervention:

- Review of SMART actions, where achievement is met, praise is given, further SMART actions agreed and set. Where SMART actions are not met, this is challenged and new goal focused SMART actions agreed to maintain motivation and progression.
- Job search with understanding of transferable skills recognition and ambition goals.
- Support with completing and submitting job applications and/or supporting statements.
- Addressing skills gaps through internal workshops, i.e. interview preparation/mock interviews. Employability etiquette – role of the employer/employee, employer expectations.
- Upskilling and work experience/volunteering opportunities to develop appropriate skills.
- Employer engagement events/ jobs fairs/employability programmes, participants are encouraged/expected to attend.
- Participants needing targeted support offered by Opportunity Sheffield partners where they are better supported, we signpost them.
- Participant needs additional specialist support, referral to Opportunity Sheffield wrap around support and/or other specialist support services.
- Soft outcome barriers, referral to Opportunity Sheffield positive change or therapy programmes or by delivering our behavioural change programmes or coaching sessions.
- Once employed, regular in work support continues for a minimum of 6 months to ensure sustainability.

As the Employment Services for MCDT, we are based in the heart of the community at Manor Park Centre. A vibrant and busy hub, we offer support and services to community members for all kinds of reasons, from

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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tenancy and housing through remote access for Citizens Advice services, where people are able to meet remotely with a CAB advisor for advice on a number of concerns and issues, from housing to benefits. Weston Park Purple Bus services, offering rooms for staff meetings and one to one private consultations around cancer diagnosis and raising awareness. Together Housing, the local social landlord rent a hot desk here and we support their tenants to access services too. We also have a variety of Employment Support initiatives to help the people furthest from the labour market and/or from marginalised groups such as young people aged 16 – 24 years, ex-offenders, including those who are MAPPA registered, including sex offenders and people with health-related conditions including mental ill health. To increase our reach, we hold sessions at a variety of outreach venues, based in the city centre and communities throughout the East and South-East of the City; Synergy House, Cavendish Court, Com.Unity, Woodhouse Community Library, Newfield Green etc. We have the only Community based ITC CITB Test centre in Sheffield, of which we hold a contract with Opportunity Sheffield Sector Routeways programme to test all their CSCS course candidates, as well as offering the testing service to private candidates and community members.

Throughout the year, we have engaged 5,242 community members in the hub through a variety of visits and calls as follows:

Employment services: 2,404 engagements.

Together Housing and other housing related services: 387 engagements.

Advocacy and MCDT services: 1,164 engagements.

Citizens Advice services: 392 engagements.

CITB Test services: 375 engagements.

General enquiries for other reasons: 520 engagements.

We delivered 10 various employment support contracts within this year as there was a transition of Government funding taking place. European Social Funding (ESF) came to an end and was replaced by UK Shared Prosperity Fund (SPF). This meant there were a number of short-term contracts on offer from Sheffield City Council (Opportunity Sheffield, Employment and Skills department), while the logistics of the new funding regime were sorted out and implemented. Below is a list of the contracts held for this period and the total number of people registered and supported to secure sustainable employment within this period:

<b>Contract title</b>	<b>Start</b>	<b>End</b>	<b>On programme</b>	<b>Into work</b>
Sector Routeways engagement	March 2022	December 2023	75	61(into training)
ESF Ex offenders	March 2022	December 2023	54	25
ESF Non-acute	March 2022	December 2023	138	64
SPF Ex offenders	December 2023	March 2024	24	2
SPF Employment Support plus	December 2023	March 2024	35	3
SPF South East	February 2024	March 2024	9	0
Youth Hubs	April 2023	March 2023	99	39
ESF CSCS Tests and Cards	November 2023	March 2024	186 tests	74 cards

In summary, we supported 434 people to become more work ready and prepare for employment and 194 moved into sustained employment within 2023/2024.

We also have a direct contract with a social landlord - Together Housing – who holds the local housing stock, this contract was held from July 2022 until March 2023 and a further contract was awarded in August 2023 which ran until March 2024. Throughout the 2023/2024 period, we supported 36 people into sustained employment. The contracts we held generated a revenue of £207,840 for this period.

# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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### **Partnership working**

#### **Friends of Manor Fields Park**

Meeting regularly to help develop the park for the local community. Feed into Green Estates plans who manage the park. Members of the Friends group carry out monthly themed walks plus newly developed evening walks, organise Halloween event in partnership with Green Estate and MASKK. Input into application for Green Flag status. Were successful in applying to Freemasons fund for Manor Fields Park Foraging and wild cooking. Friends of members are involved in litter picking activity and the promotion of the SUDS (Sustainable Urban Drainage) development on the part.

#### **The Bare Project**

Planning The Pigeon and Peas project involving gathering of working-class stories via audio about the Manor Allotments.

#### **Ignite Imagination - Community Makers**

Attendance at Steering Group meetings. Promotion and recruitment to community makers project.

#### **VAS**

Utilised exhibition space for local persons 30 painted portraits to be displayed.

#### **Friends of Sheaf Park**

Green Prescribing work, link with Open gardens event at York House, Peer inclusion worker and volunteers show cased York House Community Garden.

#### **Green Network**

Regular monthly meetings with green prescribing partners across Sheffield. Discuss promotion of green prescribing and shared practice.

#### **Sheffield Theatres**

Access to funding, staff resources and support for local groups. Access to free theatre tickets for S2 residents and volunteers.

#### **Sheffield University**

Provided placement for 4 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.



# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024**

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### **Sheffield Hallam University**

Provided placement for 1 Sport students based in the Health and Wellbeing Team. Worthwhile experience of community engagement and understanding of the motivators which help people become healthy.

### **Birley Community College**

1 Work Experience student shadowing Health and Wellbeing Worker.

### **Weston Park Cancer Charity**

Developed the roll out of the The Big Purple Bus. Attended steering group and recruited volunteers. Access small grants.

### **South Yorkshire Cancer Alliance**

Attendance at Learning lunches to deliver presentations re voluntary sector involvement.

### **MASKK**

Supported community activity and events. Utilised Temple Centre.

### **Manor Parish**

Supported local activity and events.

### **Manor Park Tenants and Residents Committee.**

Accessed funding support. Provided space at e4vents for promotion.

### **Wessex Archaeology**

Recruited for Public art 2-day workshop as part of consultation.

### **Counter Context**

Recruited participants and hosted focus group re consultation and barriers to local people being involved in public consultation.

### **PCA -Park Centre Community Action**

Regular attendance at Steering Group meetings.

- Sheffield Theatres – “Monday morning lads” play, theatre plays.
- Sheffield and Rotherham Wildlife Trust (SWRT) – connecting steps programme.
- Canal and Rivers Trust (CRT) – Hinterlands project, foraging, canoeing.
- White House Surgery – Medical Students.
- University of Sheffield Medical School.
- Sheffield Cathedral – Xmas tree festival.
- Green Estate.
- DASH Arts – Speech Writing.
- Bare Project/ English Heritage – “Of Pigeons and Peas” project.
- GPA1 – Primary Care Mental Health Team.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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- University of Sheffield – Bowel Cancer research project.
- Together Housing (Newground) – Funding for room hire for “Let’s have a chat” group (LHAC).
- SCC – Small grants funding, Suicide prevention project.
- East LAC – Funding for LHAC and councillors and officers attending group.
- HOME Theatre – Speech writing delivery.
- SCC Comms team – publicity and filming for SCC social media.
- Ash Boulby – funding for new group – Emotionally unstable personality disorder (EUPD).

### Financial review - MCDT the charitable company

#### Operating results

The trading results for MCDT reflect a more encouraging year for the organisation, reporting a deficit of £64,664.

#### Financial position

At 31 March 2024 total fund balances were £1,897,756 of which £678,950 was restricted, and cash at bank was £282,592. The freely available unrestricted funds were £276,058.

#### 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 £89,879 and its total profit for 2023/2024 was £nil. Due to its highly geared nature Parkway Business Centre Limited incurred interest charges of £75,463 and these interest charges were lower than those in the previous year. Net assets at 31 March 2024 were £634,831.

Managing Locally Limited, a small trading subsidiary, generated a profit of £1,069 in 2023/2024. Net assets at 31 March 2024 were £309,376.

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.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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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:

Dr A J E Barnes (Resigned 13 November 2023)  
Y S Bramall  
K Crawshaw  
H A Dennis-Madin (Appointed 8 January 2024)  
R Dowling  
C M Hurst (Appointed 8 January 2024)  
D M Lawton (Resigned 20 December 2023)  
S Mair-Richards (Resigned 2 May 2024)  
L M Moynahan (Appointed 10 July 2023)  
S H Nicholson (Resigned 9 September 2024)

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.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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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).
- 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.

In August 2023, Debbie Mathews retired as CEO and was replaced by Lucy Warren. In December 2023, Chris Hurst FD left and was replaced by Ruth Robinson. In March 2023, Diane Cairns was appointed as Deputy Chief Executive.

### **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.

### **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**

11 November 2024

# **MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

## **TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 MARCH 2024**

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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 2024 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 2024 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 outgoings 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.

**Michael Mealing (Senior Statutory Auditor)**  
**for and on behalf of UHY Hacker Young**

**Chartered Accountants**  
**Statutory Auditor**

11 November 2024



# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
<b>Income from:</b>							
Donations and legacies	3	38,394	445,306	483,700	232,790	10,724	243,514
Charitable activities	4	294,416	683,985	978,401	1,020,649	375,372	1,396,021
Other trading activities	5	939,756	-	939,756	888,879	-	888,879
Investments	6	<u>31,237</u>	<u>-</u>	<u>31,237</u>	<u>40,046</u>	<u>-</u>	<u>40,046</u>
<b>Total income</b>		<u>1,303,803</u>	<u>1,129,291</u>	<u>2,433,094</u>	<u>2,182,364</u>	<u>386,096</u>	<u>2,568,460</u>
<b>Expenditure on:</b>							
Raising funds	7	687,786	-	687,786	750,387	-	750,387
Charitable activities	8	<u>695,920</u>	<u>1,058,994</u>	<u>1,754,914</u>	<u>1,586,217</u>	<u>433,630</u>	<u>2,019,847</u>
<b>Total resources expended</b>		<u>1,383,706</u>	<u>1,058,994</u>	<u>2,442,700</u>	<u>2,336,604</u>	<u>(47,534)</u>	<u>2,770,234</u>
<b>Net (outgoings)/incoming resources before transfers</b>		(79,903)	70,297	(9,606)	(154,240)	(47,534)	(201,774)
<b>Other recognised gains and losses</b>							
Transfer of property from investment properties to tangible fixed assets		(55,058)	-	(55,058)	-	-	-
Gross transfers between funds		(47,736)	(47,736)	<u>-</u>	(24,246)	<u>24,246</u>	<u>-</u>
<b>Net movement in funds</b>		(87,225)	22,561	(64,664)	(178,486)	(23,288)	(201,774)
Share of operating (loss)/profit in joint venture		(38,122)	<u>-</u>	(38,122)	<u>980</u>	<u>-</u>	<u>980</u>
<b>Net movement in funds for the group and its share of joint venture</b>		(125,347)	22,561	(102,786)	(177,506)	(23,288)	(200,794)
Fund balances at 1 April 2023		<u>2,815,065</u>	<u>656,389</u>	<u>3,471,454</u>	<u>2,992,571</u>	<u>679,677</u>	<u>3,672,248</u>
<b>Fund balances at 31 March 2024</b>		<u>2,689,718</u>	<u>678,950</u>	<u>3,368,668</u>	<u>2,815,065</u>	<u>656,389</u>	<u>3,471,454</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 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
<b>Income from:</b>							
Donations and legacies	3	38,394	445,306	483,700	232,790	10,724	243,514
Charitable activities	4	570,650	683,985	1,254,635	1,267,094	375,372	1,642,466
Investments	6	<u>32,139</u>	<u>-</u>	<u>32,139</u>	<u>82,306</u>	<u>-</u>	<u>82,306</u>
<b>Total income</b>		<u>641,183</u>	<u>1,129,291</u>	<u>1,770,474</u>	<u>1,582,190</u>	<u>386,096</u>	<u>1,968,286</u>
<b>Expenditure on:</b>							
Charitable activities	8	<u>721,086</u>	<u>1,058,994</u>	<u>1,780,080</u>	<u>1,736,430</u>	<u>433,630</u>	<u>2,170,060</u>
<b>Total resources expended</b>		<u>721,086</u>	<u>1,058,994</u>	<u>1,780,080</u>	<u>1,736,430</u>	<u>433,630</u>	<u>2,170,060</u>
<b>Net (outgoing)/incoming resources before transfers</b>		(79,903)	70,297	(9,606)	(152,240)	(47,534)	(201,774)
<b>Other recognised gains and losses</b>							
Transfer of property from investment properties to tangible fixed assets		(55,058)	-	(55,058)	-	-	-
Gross transfers between funds		<u>47,736</u>	<u>(47,736)</u>	<u>-</u>	<u>(24,246)</u>	<u>24,246</u>	<u>-</u>
<b>Net movement in funds</b>		(87,225)	22,561	(64,664)	(178,486)	(23,288)	(201,774)
Fund balances at 1 April 2023		<u>1,306,031</u>	<u>656,389</u>	<u>1,962,420</u>	<u>1,484,517</u>	<u>679,677</u>	<u>2,164,104</u>
<b>Fund balances at 31 March 2024</b>		<u>1,218,806</u>	<u>678,950</u>	<u>1,897,756</u>	<u>1,306,031</u>	<u>656,389</u>	<u>1,962,420</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 2024

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		769,088		968,931
Investment properties	14		3,954,082		3,804,898
Investments	15		-		-
Investments in joint venture:					
Share of gross assets		1,005,940		993,798	
Share of gross liabilities		<u>(949,233)</u>		<u>(898,969)</u>	
			56,707		94,829
			<u>4,779,877</u>		<u>4,868,658</u>
<b>Current assets</b>					
Stock		1,308		971	
Debtors	17	216,389		127,289	
Cash at bank and in hand		<u>393,020</u>		<u>569,462</u>	
			610,717		697,722
<b>Creditors: amounts falling due within one year</b>	19	<u>(500,522)</u>		<u>(462,168)</u>	
<b>Net current assets</b>			<u>110,195</u>		<u>235,554</u>
<b>Total assets less current liabilities</b>			4,890,072		5,104,212
<b>Creditors: amounts falling due after more than one year</b>	20		<u>(1,521,404)</u>		<u>(1,632,758)</u>
<b>Net assets</b>			<u>3,368,668</u>		<u>3,471,454</u>
<b>Income funds</b>					
Restricted funds	22		678,950		656,389
<u>Unrestricted funds</u>					
Retained within the charity		1,375,104		1,407,271	
Retained within non-charitable subsidiaries		<u>1,189,123</u>		<u>1,227,245</u>	
		2,564,227		2,634,516	
Revaluation reserve retained within the charity	28	<u>125,491</u>		<u>180,549</u>	
			<u>2,689,718</u>		<u>2,815,065</u>
			<u>3,368,668</u>		<u>3,471,454</u>

**MANOR AND CASTLE DEVELOPMENT TRUST LIMITED**

**CONSOLIDATED BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2024**

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The accounts were approved by the board of directors and authorised for issue on 11 November 2024 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 2024

	Notes	2024	2023
		£	£
<b>Fixed assets</b>			
Tangible assets	13	748,158	941,163
Investment properties	14	630,317	466,550
Investments	15	<u>4</u>	<u>4</u>
		1,378,479	1,407,717
<b>Current assets</b>			
Debtors	17	1,040,853	898,581
Cash at bank and in hand		<u>282,592</u>	<u>475,284</u>
		1,323,445	1,373,865
<b>Creditors: amounts falling due within one year</b>	19	<u>(263,604)</u>	<u>(258,598)</u>
<b>Net current assets</b>		<u>1,059,841</u>	<u>1,115,267</u>
<b>Total assets less current liabilities</b>		2,438,320	2,522,984
<b>Creditors: amounts falling due after more than one year</b>	20	<u>(540,564)</u>	<u>(560,564)</u>
<b>Net assets</b>		<u>1,897,756</u>	<u>1,962,420</u>
<b>Income funds</b>			
Restricted funds	22	678,950	656,389
<u>Unrestricted funds</u>			
Revaluation reserve	28	125,491	180,549
Other charitable funds		<u>1,093,315</u>	<u>1,125,482</u>
		<u>1,218,806</u>	<u>1,306,031</u>
		<u>1,897,756</u>	<u>1,962,420</u>

The accounts were approved by the board of directors and authorised for issue on 11 November 2024 and are signed on its behalf by:

Y S Bramall  
Trustee

Company Registration No. 3427303

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Cash absorbed by operations	24	(42,704)	(186,613)
<b>Investing activities</b>			
Purchase of tangible fixed assets		(46,422)	(29,499)
Purchase of investment property		<u>-</u>	<u>(68,000)</u>
<b>Net cash used in investing activities</b>		(46,422)	(97,499)
<b>Financing activities</b>			
Repayment of loans		(87,316)	(93,185)
<b>Net cash used in financing activities</b>		(87,316)	(93,185)
<b>Net decrease in cash and cash equivalents</b>		(176,442)	(377,297)
Cash and cash equivalents at beginning of year		<u>569,462</u>	<u>946,759</u>
<b>Cash and cash equivalents at end of year</b>		<u>393,020</u>	<u>569,462</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## PARENT CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Cash absorbed by operations	24	(155,270)	(355,222)
<b>Investing activities</b>			
Purchase of tangible fixed assets		(37,422)	(19,808)
Interest received		<u>-</u>	<u>34,226</u>
<b>Net cash (used in)/generated from investing activities</b>		<u>(37,422)</u>	<u>14,318</u>
<b>Net decrease in cash and cash equivalents</b>		(192,692)	(340,904)
Cash and cash equivalents at beginning of year		<u>475,284</u>	<u>816,188</u>
<b>Cash and cash equivalents at end of year</b>		<u>282,592</u>	<u>475,284</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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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. 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 2024

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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 2024

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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 2024

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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 2024

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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 2024

### 3 Donations and legacies

	Group					
	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Donations and gifts	3,095	-	3,095	6,717	-	6,717
Grants receivable for core activities	<u>35,299</u>	<u>445,306</u>	<u>480,605</u>	<u>226,073</u>	<u>10,724</u>	<u>236,797</u>
	<u>38,394</u>	<u>445,306</u>	<u>483,700</u>	<u>232,790</u>	<u>10,724</u>	<u>243,514</u>
<b>Donations and gifts</b>						
Other donations	<u>3,095</u>	<u>-</u>	<u>3,095</u>	<u>6,717</u>	<u>-</u>	<u>6,717</u>
<b>Grants receivable for core activities</b>						
Other non-performance related grants	<u>35,299</u>	<u>445,306</u>	<u>480,605</u>	<u>226,073</u>	<u>10,724</u>	<u>236,797</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 3 Donations and legacies (continued)

	Company					
	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Donations and gifts	3,095	-	3,095	6,717	-	6,717
Grants receivable for core activities	<u>35,299</u>	<u>445,306</u>	<u>480,605</u>	<u>226,073</u>	<u>10,724</u>	<u>236,797</u>
	<u>38,394</u>	<u>445,306</u>	<u>483,700</u>	<u>232,790</u>	<u>10,724</u>	<u>243,514</u>
<b>Donations and gifts</b>						
Other donations	<u>3,095</u>	<u>-</u>	<u>3,095</u>	<u>6,717</u>	<u>-</u>	<u>6,717</u>
<b>Grants receivable for core activities</b>						
Other non-performance related grants	<u>35,299</u>	<u>445,306</u>	<u>480,605</u>	<u>226,073</u>	<u>10,724</u>	<u>236,797</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 4 Charitable activities

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Sales within charitable activities	87,080	430,148	363,314	676,593
Services provided under contract	684,227	753,272	684,227	753,272
Performance related grants	187,704	197,449	187,704	197,449
Property rental from charitable objects	15,855	10,824	15,855	10,824
Other property income	<u>3,535</u>	<u>4,328</u>	<u>3,535</u>	<u>4,328</u>
	<u>978,401</u>	<u>1,396,021</u>	<u>1,254,635</u>	<u>1,642,466</u>
Analysis by fund				
Unrestricted funds	294,416	1,020,649	570,650	1,267,094
Restricted funds	<u>683,985</u>	<u>375,372</u>	<u>683,985</u>	<u>375,372</u>
	<u>978,401</u>	<u>1,396,021</u>	<u>1,254,635</u>	<u>1,642,466</u>
<b>Performance related grants</b>				
Keyworker project	<u>187,704</u>	<u>197,449</u>	<u>187,704</u>	<u>197,449</u>

### 5 Other trading activities

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Income generated by subsidiaries	<u>939,756</u>	<u>888,879</u>	<u>-</u>	<u>-</u>

All other trading activities are unrestricted.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 6 Investments

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Rental income on investment properties	30,916	39,916	30,916	39,916
Income from unlisted investments	-	-	1,069	8,164
Interest receivable from subsidiaries	154	-	154	34,226
Other interest receivable	<u>167</u>	<u>130</u>	<u>-</u>	<u>-</u>
	<u>31,237</u>	<u>40,046</u>	<u>32,139</u>	<u>82,306</u>

All investment income is unrestricted.

### 7 Raising funds

Group	Staff costs £	Depreciation and fair value gains £	Other costs £	Total 2024 £	Staff costs £	Depreciation and fair value gains £	Other costs £	Total 2023 £
Cost incurred by subsidiaries	<u>176,327</u>	<u>15,838</u>	<u>495,621</u>	<u>687,786</u>	<u>159,923</u>	<u>39,318</u>	<u>551,146</u>	<u>750,387</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 2024

### 8 Charitable activities

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Staff costs	1,086,898	1,210,820	1,086,898	1,338,896
Depreciation and impairment	11,602	17,438	11,602	17,438
Regeneration project costs	429,129	510,420	435,983	510,420
BEST costs	32,814	29,660	42,314	29,660
Sure Start costs	17,732	55,709	17,732	55,709
Other project costs	64,386	50,686	64,386	50,686
Premises costs	4,206	50,428	11,109	71,456
Travelling costs	2,881	4,937	2,881	4,937
Administration costs	46,086	37,582	47,995	38,691
Bad and doubtful debts	1,315	2,392	1,315	2,392
Legal and professional fees	<u>33,915</u>	<u>27,625</u>	<u>33,915</u>	<u>27,625</u>
	1,730,694	1,997,697	1,756,130	2,147,910
Grant funding of activities (see note 9)	10,000	10,000	10,000	10,000
Share of governance costs (see note 10)	<u>13,950</u>	<u>12,150</u>	<u>13,950</u>	<u>12,150</u>
	<u>1,754,914</u>	<u>2,019,847</u>	<u>1,780,080</u>	<u>2,170,060</u>
Analysis by fund				
Unrestricted funds	695,920	1,586,217	721,086	1,736,430
Restricted funds	<u>1,058,994</u>	<u>433,630</u>	<u>1,058,994</u>	<u>433,630</u>
	<u>1,754,914</u>	<u>2,019,847</u>	<u>1,780,080</u>	<u>2,170,060</u>

Governance costs includes amounts payable to the auditors of £6,400 (2023: £5,800) for audit fees and £7,550 (2023: £6,350) for other services. The cost of raising funds includes payments to the auditors of £2,450 (2023: £5,950) for audit fees and £6,500 (2023: £3,400) for other services.

### 9 Grants payable

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
<b>Estate/Property Management</b>				
Grants to institutions (1 grant):				
The Green Estate Community Interest Company	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 10 Governance costs

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Audit and accountancy fees	<u>13,950</u>	<u>12,150</u>	<u>13,950</u>	<u>12,150</u>
Analysed between charitable activities	<u>13,950</u>	<u>12,150</u>	<u>13,950</u>	<u>12,150</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	
	2024	2023	2024	2023
	Number	Number	Number	Number
Regeneration and administrative staff	42	69	42	69
Executive Management	2	2	2	2
Trustees	8	8	8	8
Generation of funds by subsidiaries	<u>7</u>	<u>8</u>	<u>7</u>	<u>8</u>
	<u>59</u>	<u>87</u>	<u>59</u>	<u>87</u>

#### Employment costs

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Wages and salaries	970,663	1,072,611	970,663	1,200,687
Social security costs	70,901	81,617	70,901	81,617
Other pension costs	<u>45,334</u>	<u>56,592</u>	<u>45,334</u>	<u>56,592</u>
	<u>1,086,898</u>	<u>1,210,820</u>	<u>1,086,898</u>	<u>1,338,896</u>

There were no employees whose annual remuneration was £60,000 or more (2023: £60,000)

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 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 2023	400,000	831,025	406,608	1,637,633
Additions	-	-	46,422	46,422
Transfer from/(to) investment properties	<u>122,492</u>	<u>(622,506)</u>	<u>-</u>	<u>(500,014)</u>
<b>At 31 March 2024</b>	<u>522,492</u>	<u>208,519</u>	<u>453,030</u>	<u>1,184,041</u>
<b>Depreciation and impairment</b>				
At 1 April 2023	-	295,486	373,216	668,702
Transfer from/(to) investment properties	-	(281,189)	-	(281,189)
Charge for the year	<u>3,212</u>	<u>13</u>	<u>24,215</u>	<u>27,440</u>
<b>At 31 March 2024</b>	<u>3,212</u>	<u>14,310</u>	<u>397,431</u>	<u>414,953</u>
<b>Carrying amount</b>				
<b>At 31 March 2024</b>	<u>519,280</u>	<u>194,209</u>	<u>55,599</u>	<u>769,088</u>
At 31 March 2023	<u>400,000</u>	<u>535,539</u>	<u>33,392</u>	<u>968,931</u>

At 31 March 2024, 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 £549,412 (2023: £426,920).

The freehold land and buildings brought forward at 1 April 2023 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 2024

### 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 2023	400,000	831,025	17,091	8,976	1,257,092
Additions	-	-	31,237	6,185	37,422
Transfer from/(to) investment properties	<u>122,492</u>	<u>(622,506)</u>	<u>-</u>	<u>-</u>	<u>(500,014)</u>
<b>At 31 March 2024</b>	<u>522,492</u>	<u>208,519</u>	<u>48,328</u>	<u>15,161</u>	<u>794,500</u>
<b>Depreciation and impairment</b>					
At 1 April 2023	-	295,486	12,347	8,096	315,929
Transfer from/(to) investment properties	-	(281,189)	-	-	(281,189)
Charge for the year	<u>3,212</u>	<u>13</u>	<u>5,876</u>	<u>2,501</u>	<u>11,602</u>
<b>At 31 March 2024</b>	<u>3,212</u>	<u>14,310</u>	<u>18,223</u>	<u>10,597</u>	<u>46,342</u>
<b>Carrying amount</b>					
<b>At 31 March 2024</b>	<u>519,280</u>	<u>194,209</u>	<u>30,105</u>	<u>4,564</u>	<u>748,158</u>
At 31 March 2023	<u>400,000</u>	<u>535,539</u>	<u>4,744</u>	<u>880</u>	<u>941,163</u>

At 31 March 2024, 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 £549,412 (2023: £426,920).

The freehold land and buildings brought forward at 1 April 2023 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 2024

### 14 Investment property

	Group investment properties £	Company investment properties £
<b>Fair value</b>		
At 1 April 2023	3,804,898	466,550
Transfer from tangible fixed assets	341,317	341,317
Reclassification of investment properties to tangible fixed assets	(177,550)	(177,550)
Fair value gains and losses on investment properties	<u>(14,583)</u>	<u>-</u>
<b>Market value at 31 March 2024</b>	<b><u>3,954,082</u></b>	<b><u>630,317</u></b>

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 2024

### 15 Fixed assets investments

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
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 £	Profit/(Loss) for the year £
Parkway Business Centre Limited	Property management	634,831	-
Managing Locally Limited	Property management	309,376	1,069
The Green Estate Community Interest Company	Greenspace maintenance and regeneration	170,120	(41,068)

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 2023.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 15 Fixed assets investments (continued)

The results of the charitable company's subsidiaries for the year ended 31 March 2024 are summarised as:

	<b>Parkway Business Centre Limited</b>	<b>Managing Locally Limited</b>
	<b>£</b>	<b>£</b>
Turnover	876,208	86,099
Cost of sales	(185,088)	-
Administrative expenses	(601,741)	(87,145)
Other operating income	<u>500</u>	<u>2,115</u>
Operating profit	89,879	1,069
Fair value gains and losses on investment properties	(14,583)	-
Interest receivable	167	-
Interest payable	<u>(75,463)</u>	<u>-</u>
Profit before taxation	-	1,069
Taxation	<u>-</u>	<u>-</u>
Profit after taxation	<u>-</u>	<u>1,069</u>
Aggregate assets	2,712,101	794,958
Aggregate liabilities	<u>(2,077,270)</u>	<u>(485,582)</u>
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 2024	<u>105,000</u>	<u>20,000</u>
31 March 2023	<u>111,000</u>	<u>20,000</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 15 Fixed assets investments (continued)

The charitable company's share of its joint ventures for the year ended 31 December 2023 is summarised as:

	<b>The Green Estate Community Interest Company £</b>
Turnover	2,238,475
Cost of sales	<u>(1,576,869)</u>
Gross surplus	661,606
Administrative expenses	(1,103,037)
Other operating income	<u>410,579</u>
<b>Operating deficit</b>	(30,852)
Interest receivable and similar income	(83)
Interest payable and similar expenses	<u>(5,650)</u>
<b>Deficit before taxation</b>	(36,585)
Taxation	<u>-</u>
<b>Deficit after taxation</b>	<u>(36,585)</u>
Fixed assets	2,119,334
Current assets	<u>898,487</u>
Aggregate assets	<u>3,017,821</u>
Liabilities due under one year	(621,389)
Liabilities due over one year	<u>(2,226,312)</u>
Aggregate liabilities	<u>(2,847,701)</u>
Profit and loss account	<u>170,120</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 2024

### 16 Financial instruments

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
<b>Carrying amount of financial assets</b>				
Debt instruments measured at amortised cost	564,382	682,408	1,276,919	1,358,551
Equity instruments measured at cost less impairment	<u>-</u>	<u>-</u>	<u>4</u>	<u>4</u>
	<u>546,382</u>	<u>682,408</u>	<u>1,276,923</u>	<u>1,358,555</u>
<b>Carrying amount of financial liabilities</b>				
Measured at amortised cost	<u>1,989,653</u>	<u>2,091,309</u>	<u>778,068</u>	<u>815,887</u>

### 17 Debtors

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Trade debtors	150,254	71,649	117,527	56,267
Amounts owed by group undertakings	-	-	875,000	825,000
Other debtors	1,800	40,326	1,800	2,000
Prepayments and accrued income	<u>64,335</u>	<u>15,314</u>	<u>46,526</u>	<u>15,314</u>
	<u>216,389</u>	<u>127,289</u>	<u>1,040,853</u>	<u>898,581</u>

Amounts owed by group undertakings include a loan to a trading subsidiary of £875,000 (including interest) (2023: £825,000). 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 2024

### 18 Finance lease commitments

Future minimum lease payments due under finance leases:

	<b>Group</b>		<b>Company</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Within one year	-	-	-	-
Within two and five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

	<b>Group</b>		<b>Company</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Bank loans and overdrafts	93,829	89,791	-	-
Trade creditors	90,091	66,659	56,958	26,003
Other taxes and social security costs	32,273	3,617	26,100	3,275
Other creditors	198,523	170,354	139,793	118,793
Accruals and deferred income	<u>85,806</u>	<u>131,747</u>	<u>40,753</u>	<u>110,527</u>
	<u>500,522</u>	<u>462,168</u>	<u>263,604</u>	<u>258,598</u>

Included in other creditors is £120,000 owed to Sheffield City Council (2023: £100,000).

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 2024

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

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Bank loans and overdrafts	788,465	879,819	-	-
Other creditors	<u>732,939</u>	<u>752,939</u>	<u>540,564</u>	<u>560,564</u>
	<u>1,521,404</u>	<u>1,632,758</u>	<u>540,564</u>	<u>560,564</u>
<b>Analysis of loans</b>				
Not wholly repayable within five years by instalments	324,475	523,222	-	-
Wholly repayable within five years	<u>557,819</u>	<u>446,388</u>	-	-
	882,294	969,610	-	-
Included in current liabilities	<u>(93,829)</u>	<u>(89,791)</u>	-	-
	<u>788,465</u>	<u>879,819</u>	-	-
Instalments not due within five years	<u>324,475</u>	<u>523,222</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 £540,564 owed to Sheffield City Council (2023: £560,564).

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	
	2024	2023	2024	2023
	£	£	£	£
Contributions payable for the year	<u>45,334</u>	<u>56,592</u>	<u>45,334</u>	<u>56,592</u>

## MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

#### 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 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Sure Start	341,120	-	(10,660)	-	330,460	-	-	-	330,460
Integrated Development Plan	65,645	-	-	-	65,645	-	-	-	65,645
Yorkshire Forward	107,034	-	-	(18,588)	88,446	-	-	(47,736)	40,710
Steel Inn Land Aid	105,271	-	-	-	105,271	-	-	-	105,271
SCC Covid recovery grant	-	-	(42,834)	42,834	-	-	-	-	-
Other regeneration grants	<u>60,607</u>	<u>386,096</u>	<u>(380,136)</u>	<u>-</u>	<u>66,567</u>	<u>1,129,291</u>	<u>(1,058,994)</u>	<u>-</u>	<u>136,864</u>
	<u>679,677</u>	<u>386,096</u>	<u>(433,630)</u>	<u>24,246</u>	<u>656,389</u>	<u>1,129,291</u>	<u>(1,058,994)</u>	<u>(47,736)</u>	<u>678,950</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 2024

### 23 Analysis of net assets between funds

	Unrestricted funds £	Group Restricted funds £	Total £
Fund balances at 31 March 2024 are represented by:			
Tangible assets	333,357	435,731	769,088
Investment properties	3,954,082	-	3,954,082
Share of joint venture gross assets/(liabilities)	56,707	-	56,707
Current (liabilities)/assets	(133,024)	243,219	110,195
Long term liabilities	(1,521,404)	-	(1,526,404)
	<u>2,689,718</u>	<u>678,950</u>	<u>3,368,668</u>

	Unrestricted funds £	Company Restricted funds £	Total £
Fund balances at 31 March 2024 are represented by:			
Tangible fixed assets	312,427	435,731	748,158
Investment properties	630,317	-	630,317
Investments	4	-	4
Current assets/(liabilities)	816,622	243,219	1,059,841
Long term liabilities	(540,564)	-	(540,564)
	<u>1,218,806</u>	<u>678,950</u>	<u>1,897,756</u>

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 24 Cash absorbed by operations

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
<b>Reconciliation to changes in resources</b>				
<b>Deficit for the year</b>	(102,786)	(200,794)	(64,664)	(201,774)
<b>Adjustments for:</b>				
Investment income recognised in surplus or deficit	-	-	-	(34,266)
Depreciation and impairment of fixed assets	42,023	56,759	11,602	17,439
Share of joint venture loss/(profit)	38,122	(980)	-	-
Reclassification of investment properties	55,058	-	55,058	-
<b>Movements in working capital:</b>				
(Increase)/Decrease in stock	(337)	(434)	-	-
(Increase)/Decrease in debtors	(89,100)	(27,821)	(142,272)	(158,483)
(Decrease)/Increase in creditors	<u>14,316</u>	<u>(13,343)</u>	<u>(14,994)</u>	<u>21,822</u>
<b>Cash absorbed by operations</b>	<u>(42,704)</u>	<u>(186,613)</u>	<u>(155,270)</u>	<u>(355,222)</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.

# MANOR AND CASTLE DEVELOPMENT TRUST LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 26 Operating lease commitments

At 31 March 2024 the group had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>Group</b>		<b>Company</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Within one year	67,438	74,974	18,000	30,398
Between two and five years	119,124	156,016	-	-
Over five years	-	-	-	-
	<u>186,562</u>	<u>230,990</u>	<u>18,000</u>	<u>30,398</u>

### 27 Related parties

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows:

	<b>Group</b>		<b>Company</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Aggregate compensation	<u>115,298</u>	<u>106,153</u>	<u>115,298</u>	<u>106,153</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 £30,902 (2023: £28,062) (company: £25,938 (2023: £22,182)). Sales in the year were £nil (2023: £nil) (company: £nil (2023: £nil)). The amount owed by The Green Estate Community Interest Company was £nil (2023: £nil) (company: £nil (2023: £nil)).

### 28 Revaluation reserve

	<b>Group</b>	<b>Company</b>
	<b>£</b>	<b>£</b>
Balance at 1 April 2023	180,549	180,549
Other recognised gains and losses:		
- Transfer of property from investment properties to tangible fixed assets (reversal of revaluation reserve)	(55,058)	(55,058)
Balance at 31 March 2024	<u>125,491</u>	<u>125,491</u>