



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	22		31	August	2023

### Section A Reference and administration details

Charity name	Anlaby Communities Trust
Other names charity is known by	ACT
Registered charity number (if any)	1156831
Charity's principal address	The Vicarage, Church Street Anlaby Hull Postcode HU10 7DG

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev'd Stephen Wilcox	Chairman		
2	Gillian King	Secretary & Acting Treasurer		St Peter's Church Anlaby PCC
3	Sarah Haynes			
4	Katie Waltham			
5	Christopher Haynes			
6	Alice Wilcox			
7	Alison Llewellyn-Jones			
8	Sandra Carmichael			St Mark's Church Anlaby Common PCC

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
n/a	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance/accounts	David Smith	(Accountant advising in a personal and voluntary capacity)

#### Name of chief executive or names of senior staff members (Optional information)

n/a – the Charity does not employ any staff members

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (Charity Commission Foundation model for a CIO whose only voting members are its charity Trustees)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	1 ex-officio Trustee (vicar of St Peter's and St Mark's churches); up to 2 Trustees acting as nominated representatives of each of St Peter's and St Mark's PCCs; additional Trustees appointed by the Board.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

This is ACT's ninth Annual Report. ACT is entirely run by volunteers. It operates under: the legal framework set by the Charities Act 2011, the Charitable Incorporated Organisations (General) and (Insolvency and Dissolution) Regulations 2012; and its Constitution.

In line with the Constitution, ACT is governed by a Board of 6-12 Trustees. At the end of the reporting period there were 8 Trustees comprising ex-officio and nominated representatives from the founding churches, and 5 other appointed Trustees. No new Trustees were appointed during the year.

The Board has appointed a Trustee to act as 'Safeguarding Manager' including responsibility for DBS checking. Trustees are appointed following completion of successful DBS checks and references where they are to lead activities involving children/young people and/or vulnerable adults. Trustees are all provided with relevant Charity Commission guidance, key policies/procedures forming the organisation's Operational Handbook, and guidance and training as part of Trustee induction.

During 2022-23, working relationships continued regarding:

- Ongoing joint working with our founding partners, the Anlaby Churches of St Peter's Anlaby and St Mark's Anlaby Common.
- Our community garden project, which maintains links with local environmental charities and has provided support to the local scout group and food bank.
- We also built new links with the University of Hull following receipt of support under its Flood Innovation Centre project.

Risks are considered at every Board meeting. Several policies were also reviewed and updated in-line with our rolling schedule of policy updates.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

ACT has been set up to operate against four original Objects, in summary:

- **Faith** - advancing the Christian faith in accordance with Anglican doctrines
- **Education** – through operation of a Pre-School, partnerships with local schools and life-skills development
- **Youth** - advancing young people in their lives through activities addressing their social welfare, capacity and capability to participate

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

in society responsibly

- **Relief of need** - linked to age, hardship, poor educational or skills attainment, relationship or family breakdown, or other disadvantage

During 2022-23 activity continued to focus on maintaining our community garden project (primary link to our Relief of Need Object). We also kept the potential sports outreach project under review (Faith/Youth Objects).

### **Trustees**

During the reporting period the Board of Trustees met 2 times. The Board reviewed and agreed updates to the following policies: Child & Adult Safeguarding; Anti-Fraud; Environmental; Data Privacy & Data Protection Statement, with resulting updates to our Trustee information pack. Following review of safeguarding support and DBS checking in 2021/22 a subscription was completed with registered provider Thirtyone:eight.

### **Projects and the Public Benefit Requirement**

- **Community garden** – the garden group continued to meet regularly on Saturdays to tend the community garden at St Mark's, support maintenance of the wider St Mark's grounds and run occasional working parties in St Peter's grounds.

Whilst one volunteer retired from the group after 5 years of service, we welcomed a new volunteer from the community who responded to a local leaflet drop providing information about the garden and seeking new volunteers. As well as social time during Saturday sessions we also enjoyed a Christmas meal and summer day out. We continue to receive good feedback from the community and volunteers about the benefits of the garden on health, well-being and the local environment.

We again took part in the annual Anlaby and West Hull Scarecrow Hunt in May 2023. We provided several scarecrow installations and a fun trail/activity around the garden and St Mark's grounds themed around Creation using the 'Beetle Boy' book (which some primary children had been reading as part of the school curriculum) as a springboard. This theme dovetailed exceptionally well with some experimental rewilding that one of our garden Overseers had been implementing around the site. This proved to be an extremely good way to connect with the community. We also were able to raise funds to help with the year's garden and operational expenses from fund-raising stalls at the scarecrow hunt and summer plant sale.

We continued to support the scout group by maintaining two of their raised beds and preparing another for the children to tend. We regularly liaise with the group scout leader and intend to hand more beds back to the group when they have capacity to maintain them.

We also secured expert advice free of charge from the University of Hull through its Flood Innovation Centre project (part funded by the European Regional Development Fund), about flood mitigation and managing the effects of weather extremes on the garden. We have a number of suggestions and recommendations to review.

Finally, the group has also made a significant impact at St Peter's. The group has made suggestions (which have been approved and implemented) to reduce planted areas, making the grounds more manageable, the war memorial more prominent and the area around it more accessible, respectful of its purpose and meaning locally.

Again the local community have responded very positively to the work done with a number of people telling us about how the grounds benefit their sense of well-being and positively impact the neighbourhood.

- **Basketball Outreach Project** – We continued to keep in touch with contacts in the US on possibilities around this project. We also successfully renewed our annual immigration sponsorship licence Certificate of Sponsorship (COS) maintaining the option to host an overseas volunteer to support BOP. Earlier ideas for a basketball summer school unfortunately could not proceed, however ongoing discussions with our US contact led to connections being made with a national US faith agency and alternative options coming to light supporting children and youth. Trustees reviewed the BOP proposal in light of this and the November 2023 deadline for decisions to renew the 4-year sponsor licence. Options for a possible change of focus were discussed, requiring further exploratory work before making final decisions in autumn 2023.

Our projects have met the **public benefit requirement** by:

- helping to supporting children's spiritual welfare and education (Scarecrow hunt trail);
- addressing local needs around isolation and low incomes, promoting general health and well-being, supporting child/youth education and development (community garden).

### **Communications**

We maintain an active Facebook page to communicate with local people and agencies, posting our own content and sharing other posts to help keep local people informed about events and services of interest. We now have 469 followers, up from 400 last year. We update our founding church partners through a standing PCC agenda item and keep Stakeholders up to date as appropriate through electronic communications/annual letter. We also made contact with the local branch of Andy's Man Club.

### **Finance and fund-raising**

Income mainly came from plant and produce sales (c. £945) and other donations including a modest sum from the Amazon Smile on-line donation platform. Expenditure related to community garden expenses (c. £723 for equipment and security light repairs - £200 of equipment costs was paid for through a restricted donation for garden equipment received in 2021-22), insurance (c. £248) and safeguarding/DBS costs (£36 – subscription to Thirtyone: eight following changes to York Diocese safeguarding support). £5k received in 2020/21 continues to be held in restricted funds for sports ministry.

Bank arrangements are unchanged. As above we received a modest sum from Amazon Smile before this service closed (c. £18). We did not generate sufficient funds with Easyfundraising this year to receive any donations from that platform.

### **Trustee Obligations**

Throughout all of its activities the Trustees have paid regard to their obligations under Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 regarding the Charity Commission's guidance on public benefit. Our organisational overview document includes a section about public benefit alongside our Objects, vision, mission and goals.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

ACT's activities as described in this report have been led and carried out by Trustees and other ACT volunteers, working with other agencies/groups where appropriate. Our Trustees have a variety of relevant skills including HR/employment practice, education and working with children, young people and vulnerable adults, management, project development and fundraising, and other community activities. Any additional professional advice required is sourced from experienced contacts and local agencies.

The Operational Handbook includes a 'Financial Rules and Operational Guidelines' document. ACT is not a grant-making body but may work in partnership with other agencies in-line with the Constitution and to further its Objects. It is unlikely that ACT will have sufficient funds to consider significant investments for some time, however funds may be held in an interest-earning account in order to maximise income generation for use by the charity in-line with the Objects, priorities and reserves policy.

## Section D

### Achievements and performance

**Summary of the main achievements of the charity during the year**

ACT's main achievements in the reporting period are:

- Maintaining the community garden and the wider St Mark's and St Peter's sites for local community benefit.
- Continuing to engage with the local community through the garden, events (scarecrow hunt, plant & produce sale) and ongoing links with other groups.
- Review of key policies and Trustee information pack in-line with our rolling 'Operational Handbook' review programme.
- Successful renewal of our immigration sponsorship licence 'Certificate of Sponsorship' allocation for BOP.
- Undertaking successful fund-raising supporting operational and community garden project costs.
- Maintenance of an active Facebook page, securing a steadily increasing number of page likes and followers.

## Section E

### Financial review

**Brief statement of the charity's policy on reserves**

ACT's 'Financial Rules and Operational Guidelines' establishes that ACT will maintain a minimum ring-fenced cashflow reserve of £1000 or 3 months' operational liabilities, whichever is the greater.

Future provisions are also made to build/hold additional reserves for specific future projects in-line with agreed priorities, maintenance and asset replacement of any land/property that ACT may control, and relevant provisions should ACT ever employ any staff.

**Details of any funds materially in deficit**

Nil

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

ACT's main sources of funds for the reporting period were proceeds from fund-raising activities and donations, with a modest amount in reclaimed HMRC Gift Aid.

Ways continue to be found to support ACT's activities at nil or very low cash cost to the charity. For example – meeting on-line; voluntary/pro-bono support; donations of materials to support our projects.

The charity does not have sufficient funds to consider investment at the current time.

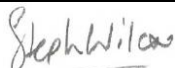

## Section F Other optional information

N/a

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Stephen Charles Frederick Wilcox	Gillian King
Position (eg Secretary, Chair, etc)	Chair	Secretary and Treasurer
Date	11/12/23	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>ANLABY COMMUNITIES TRUST</b>	No (if any) 1156831
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## Receipts and payments accounts

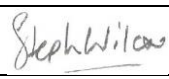

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For the period from	Period start date 01/09/2022	To	Period end date 31/08/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	323	-	-	323	540
HMRC Gift Aid payments	171	-	-	171	21
Fund-raising	945	-	-	945	958
Grants	-	-	-	-	-
Other	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,439</b>	<b>-</b>	<b>-</b>	<b>1,439</b>	<b>1,519</b>
<b>A2 Asset and investment sales, (see table).</b>					
N/a	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,439</b>	<b>-</b>	<b>-</b>	<b>1,439</b>	<b>1,519</b>
<b>A3 Payments</b>					
Publicity	-	-	-	-	-
Events	-	-	-	-	32
Projects	525	200	-	725	1,193
Insurance	248	-	-	248	243
Safeguarding/DBS	36	-	-	36	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>810</b>	<b>200</b>	<b>-</b>	<b>1,010</b>	<b>1,468</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>810</b>	<b>200</b>	<b>-</b>	<b>1,010</b>	<b>1,468</b>
<b>Net of receipts/(payments)</b>	<b>629</b>	<b>- 200</b>	<b>-</b>	<b>429</b>	<b>51</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,556	5,200	-	9,756	9,705
<b>Cash funds this year end</b>	<b>5,185</b>	<b>5,000</b>	<b>-</b>	<b>10,185</b>	<b>9,756</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	5,185	5,000	-
	Petty cash	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>5,185</b>	<b>5,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
	N/a	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/a		-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	N/a		-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		STEPHEN WILCOX	11/12/2023	
		SANDRA CARMICHAEL	11/12/2023	