



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2023		31	August	2024

### 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, 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 tenth 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 2023-24, 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.

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 in society responsibly
- **Relief of need** - linked to age, hardship, poor educational or skills

attainment, relationship or family breakdown, or other disadvantage

During 2023-24 activity continued to focus on maintaining our community garden project (primary link to our Relief of Need Object). Further work was also undertaken around a potential sports outreach project (Faith/Youth Objects).

### Trustees

During the reporting period the Board of Trustees met 3 times. The Board reviewed and agreed updates to the following policies: Child & Adult Safeguarding; Volunteering; Health & Safety; Equal Opportunities; Speaking Up Code (whistle-blowing); Financial Rules & Operational Guidelines, which was updated to also cover Serious Incident reporting. We also agreed a Complaints procedure.

### 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. We also continued to support the scout group by tending two of their raised beds and supporting them with another bed allocated for cubs/beavers. One new volunteer joined us part-way through the year and we continue to hear from volunteers and local people about how the group's work benefits their health, well-being and the local environment.

Due to reduced capacity of several volunteers and a slightly later date being announced for the local Scarecrow Hunt, we took a decision to focus fund-raising efforts on just one plant and produce sale coinciding with the hunt. Our scarecrow installation comprised a 'flower pot family' made by local children engaging in community-based worship services at St Mark's. The Anlaby Churches ran a small event alongside this, which encouraged a good number of visitors to dwell longer on the site.

- **Basketball Outreach Project** – We continued to keep in touch with contacts in the US on possibilities around this project. In October 2023, Trustees agreed to go ahead with renewing the sponsor licence. The process was fairly straightforward providing the renewal (cost £536) was on a like-for-like basis, which Trustees were happy with. Following the renewal we were pleasantly surprised to discover that our licence has been renewed for a much longer timeframe than originally, with renewal next due in 2037.

We also successfully increased our annual Certificate of Sponsorship (COS) allocation to 2 people per year, which means we can host/sponsor up to 2 overseas volunteers per year to support BOP. This potentially enables a couple to come to the UK together, and/or ensures that volunteers have some peer support. In June, the BOP information pack and budget were updated and sent to our US contact for feedback. We are still awaiting their response.

Our project activity continues to meet the **public benefit requirement** by

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

### Communications

**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)**

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 517 followers, up from 469 last year. We update our founding church partners through a standing PCC agenda item and Stakeholders as appropriate through electronic communications.

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

Bank arrangements are unchanged. Income mainly came from plant and produce sales (£535) with a modest amount in donations and claimed Gift Aid. Our main expenditure related to renewal of the overseas volunteer sponsorship licence for the basketball project (£536), taken from restricted funds leaving £4,464 for this purpose. Other operational expenditure rose due to a change to our safeguarding services provider's policy for low-income organisations, partly offset by insurance savings achieved by going to our insurer direct rather than through a broker. A modest surplus (£429) will support operational costs in 2024-25.

### **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. We work 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 (including mental health support), 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. We do not have sufficient funds to make significant investments.

## **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 and 'Certificate of Sponsorship' allocation for BOP.
- Undertaking successful fund-raising supporting operational and

Section D	Achievements and performance
	<p>community garden project costs.</p> <ul style="list-style-type: none"> <li>Maintenance of an active Facebook page, securing a steadily increasing number of page likes and followers.</li> </ul>

Section E	Financial review
<b>Brief statement of the charity's policy on reserves</b>	<p>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.</p> <p>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.</p>
<b>Details of any funds materially in deficit</b>	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 with modest sums from donations and 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.

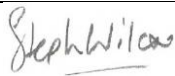
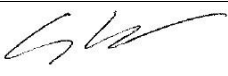
The charity does not have sufficient funds to consider investment at the current time.

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

<b>Signature(s)</b>		
<b>Full name(s)</b>	Stephen Charles Frederick Wilcox	Gillian King
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary and Treasurer
<b>Date</b>	12/11/24	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>ANLABY COMMUNITIES TRUST</b>	No (if any) <b>1156831</b>
---	-------------------------------

**CC16a**

## Receipts and payments accounts

For the period from	Period start date 01/09/2023	To	Period end date 31/08/2024
------------------------	---------------------------------	----	-------------------------------

### 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	120	-	-	120	323
HMRC Gift Aid payments	30	-	-	30	171
Fund-raising	535	-	-	535	945
Grants	-	-	-	-	-
Other	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>685</b>	<b>-</b>	<b>-</b>	<b>685</b>	<b>1,439</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>685</b>	<b>-</b>	<b>-</b>	<b>685</b>	<b>1,439</b>
<b>A3 Payments</b>					
Publicity	-	-	-	-	-
Events	-	-	-	-	-
Projects	80	536	-	616	725
Insurance	179	-	-	179	248
Safeguarding/DBS	146	-	-	146	36
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>405</b>	<b>536</b>	<b>-</b>	<b>941</b>	<b>1,010</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>405</b>	<b>536</b>	<b>-</b>	<b>941</b>	<b>1,010</b>
<b>Net of receipts/(payments)</b>	<b>280</b>	<b>- 536</b>	<b>-</b>	<b>- 256</b>	<b>429</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,185	5,000	-	10,185	9,756
<b>Cash funds this year end</b>	<b>5,465</b>	<b>4,464</b>	<b>-</b>	<b>9,929</b>	<b>10,185</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 £
B1 Cash funds	Current account	5,465	4,464	-
	Petty cash	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>5,465</b>	<b>4,464</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

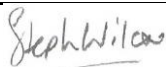

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	N/a	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	N/a		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	N/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	N/a		-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	STEPHEN WILCOX	12/11/2024
	SANDRA CARMICHAEL	12/11/2024