

SHERWOOD COMMUNITY ASSOCIATION CIO

Registered Charity 1158333

ANNUAL REPORT OF THE TRUSTEES

2023-2024

**Sherwood Community Association CIO
is the Registered Charity which runs**



Grant aided by Nottingham City Council

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TRUSTEES' REPORT 2023-24

ABOUT SHERWOOD COMMUNITY ASSOCIATION CIO

The Sherwood Community Association CIO is a Charitable Incorporated Organisation, (Reg. No.1158333), a voluntary organisation which was first registered with the Charity Commission on 22nd August 2014. From 1st April 2015, this charity took over the running of the Sherwood Community Centre, and all the monies, assets, contracts etc. of the former Sherwood Community Association which was then closed.

Full SCA CIO Membership is open to anyone living, working or-volunteering in the area of benefit, which is Sherwood and the surrounding area.

The Association is managed by The Trustees' Committee who meet monthly, assisted by two Administrative Assistants. The Trustees are elected annually by the members at an AGM and operate as per the adopted Constitution of 2014. The Trustees consult with the Members' Support Group, which is made up of representatives from Affiliated Groups and other interested Members, who also meet regularly. It is a condition of Affiliation that representatives support the Association by attending meetings and providing assistance at events or helping in areas of their expertise.

Various sub-groups (comprising of Trustees and representatives of the Members' Support Group) carry out research, planning and other work and report back to the Trustees' Committee and Members' Support Group.

The building and grounds are owned by Nottingham City Council, who are responsible for repairs to the structure and services of the building.

The current Trustees' Committee has endeavoured to be in contact with and work with other organisations and charities to enhance provision for all who live in the area of benefit. We regularly use Social media to promote our activities, user groups and events on Facebook and Instagram and also have a page for the cafe Sherwood Community Cafe.

Through the democratic process, a wide range of views and opinions have been expressed, debated and decisions made accordingly.

Present provision and services continue to be utilised and we have had some success in responding to identified needs.

TRUSTEES AT 31 MARCH 2024

Chair	Jill Gregory (<i>also known as Jill Mee</i>)
Treasurer	Margaret Hilton
Secretary	Hannah Fries (<i>also known as Hannah Malhotra</i>)
Membership Secretary	Valerie Hunter
Trustees	Louise Holland
	Dawn Evans
	Matthew Bunn

MEMBERS OF STAFF 2023/24

Administrative Assistants	Sue Packman Karen Southam (until 28.2.24) Meily Cheung (from 12.3.24) Adam Cliff (Compliance/Website etc)
Training/Support	Alison Manifold (until 31.01.24)
Caretakers	Adam Cliff Sam Holland (from 8/1/23) Julie Fairholm (until 30.6.23) Joe Stevens (from 29.8.23)
Café Employee	Jayne Marriott (term time only)

STATUTORY AUTHORITIES

Resident Development Officer (Nottingham City Council)
Castle Cavendish

CHAIR'S REPORT

The Centre is becoming more and more busy during the day, although we would welcome more evening bookings. Weekends are busy with regular bookings, including Elevation Dance, Nottinghamshire Bobbin Lace Society and a Turkish School. There is an increasing number of weekend party bookings.

We have a considerable number of charities and support groups using the building, as well as many other groups providing activities for health, well-

being, fitness, dance, education, arts and crafts. There is an increasing diversity in bookings.

Thank you to all staff and trustees who have worked hard to rebuild the wide variety of use of the Centre after the pandemic and staff changes.

Jill Gregory
Chair

TREASURER'S REPORT

This report covers the Year: 1st April 2023 – 31st March 2024

C A Plus continues to cover our book-keeping and invoicing work and also our payroll. We will continue to use their services for the near future.

I would like to thank Dawn Evans, Vice Treasurer, for her help and support over the year, and a big thank you to Sue Packman for all her hard work taking over the liaising with C A Plus over invoices and overdue payments after Karen left earlier in the year.

For the year ended 31st March 2024

Total Income: £102533

Total Expenditure: £99961

Net Surplus: £2572

Although this would appear to be a very modest profit over the year, it is quite a significant improvement on the same period the previous year, which showed a deficit of £16702.

Although price increases have contributed to the higher figure for room and office rental, a significant amount is due to the extra bookings throughout the year. This is mainly down to the hard work of the Admin team. Other increases are due to the fundraising events, the sale of items donated to the centre, such as bric-a-brac and books, and surplus items of furniture.

We have kept a close eye on our spending, but certain areas of expenditure have necessarily increased, such as Wages, National Insurance and Pensions. As the City Council has been unable to carry out many of the repair works needed for the Centre building, we have had to cover important ones for the safety of staff and users ourselves.

Energy costs have increased but, through the City Council, we changed supplier and had a discount during the summer months of 2023, which has helped with the annual utility costs.

Challenges and Looking Ahead:

While we had a good year, we need to think about how to keep our income steady. We're considering ways to boost rental income and keep our finances stable.

We know that the City Council Grant will be significantly lower this year or discontinued completely. We need to focus on applying for multi-year grants that offer more stability, so we're not always worried about where the next round of funding will come from.

Higher utility bills and unexpected maintenance issues are tough to manage. We'll need to plan better for these kinds of expenses. We are hoping to be able to set aside some of our income into a maintenance fund to help cover future repairs.

A big thank you to everyone who has supported us this year, especially the Office and Caretaking staff often going "the extra mile" especially for fundraising events.

We've had a solid year financially, but we need to stay focused on keeping our income steady and managing our expenses carefully. With continued support from our members, donors, and volunteers, I'm confident we can meet the challenges ahead and keep our Community Centre thriving.

Margaret Hilton
Treasurer

MEMBERSHIP SECRETARY'S REPORT

The 5 Affiliated groups from last renewal period of April 2023 have continued to use the Centre: NBLS, Jill Gregory School of Dancing, Yoga Village, Elevation Dance, Sherwood Playgroup CIO.

From within these groups, there was a total of 38 listed members, and with 22 further Individual memberships and 1 Life member, the total membership is listed as 61 for the Membership year ending 31.03.24.

This is an increase from 50 individual memberships during the previous reporting period.

Several User groups were unable to return as we recovered from the pandemic closures, and though MSG has not resumed, the majority of Representatives from Affiliated Groups have continued as full and active Trustees. If MSG is to re-start, new individual members who are able to commit to the Centre's Sub-groups and support activities will need to be recruited.

Prior to the new membership year starting in April 2024, it was suggested that there should be a Membership Review, both of benefits and fees. To this end, all current individual memberships registered at the end of the Membership year (March 2024) have had their membership extended to the new period, without further charge. Affiliated Groups were asked to

continue their annual fee to maintain their status and benefits. New applications for individual membership will still be welcomed, with complementary membership offered until such time as the Review can establish new criteria and fee levels. It was also agreed that group leaders of Tenants could also be given free membership, should they request it.

Group	Full Members
Sherwood Playgroup CIO	4
Elevation Dance	7
NBLS	24
Jill Gregory School of Dancing	1
The Yoga Village	2
Individual Members	22
Life Member	1
TOTAL	61

Valerie Hunter
Membership Secretary

FUNDRAISING/EVENT REPORT

Margaret and I have been leading the fundraising events over the last 12 months.

Building on the success of the events during the previous year, for the year ended 31st March 2024 we have held 4 Tabletop sales, and a Christmas Craft Fair. All these Events were successful, and all made a profit varying between £300 and £650.

The café was open for every one of them, and thanks again to Jayne who worked on a voluntary basis, together with her daughter Beth. Thanks also to Valerie Hunter one of our Trustees who regularly bakes cakes for sale in the café, and who not only bakes extra for the events but volunteers her time in the café on the actual day as well.

We were encouraged by the fact that many of the stallholders and crafts people returned repeatedly, and we had people enquiring the date of the next ones and booking where possible in advance.

Together with Louise, another Trustee, a Forum was organised for the local Community, (including businesses, charities, community and social groups, churches interested members of the local community etc). This was well attended and allowed people to learn more about each other make connections for the future.

Louise also organised and ran some crafting days.

The main difficulty has been that the Centre is in full use on Saturdays by the Dance school, and on Sundays by an education group so we have had to limit availability of events to weekends in school holidays. However, we plan to continue working round this and hold more Table Top Sales and also a major Summer Event on a much bigger scale than has been held in years at the Centre, with indoor and outdoor space used, a DJ to coordinate things, demonstrations by groups who meet or rent rooms in the Centre as well as a craft fair, children's activities, singing groups, ice cream van plus any other item brought to our notice, with the intention of appealing more to the local Community as well as raise funds.

Although we have had a regular band of volunteers to help at these past events, we have had fewer volunteers than we need, which has limited how many events we can run. This is something we really need to address.

More are needed, with differing skills, whether it is with finance, catering, selling raffle tickets, manning a bric-a-brac stall, helping to put up a gazebo, delivering posters/flyers around the community, helping to set up or clear up, every little bit of help is a massive boost to our fundraising.

A big thank you to everyone who has supported us this year, especially all our volunteers who have given up their time so far; you have been essential for helping us run the events and keep costs down.

We would also like to thank all the local businesses who have donated raffle prizes and displayed posters, and members of the Community Centre who have donated items for the Tombola or for our bric-a-brac tables. Your contributions make a huge difference.

And finally, a big thank you to Lidl, for their generous donation of £999 towards our future fundraising efforts.

Thank you all for your ongoing support.

Dawn Evans and
Margaret Hilton

STAFFING

Alison, who had been Administrator from 2008 to 2022 had continued to work for us until the end of January 2024 on a zero-hours contract for a few hours most week, to provide training and continuation of some tasks pending transfer of some specific activities. This was very much appreciated, as Centre Administration covers a wide range of tasks, some of which only occur very occasionally, and cannot be trained for in

advance. Karen left at the end of February and was replaced by Meily Cheung. Bookings, Correspondence and general administration have therefore been carried out by Sue and Karen, and now Meily, with Adam covering designated tasks such as designing a new website, plus tasks previously carried out by Kevin who had been Site Maintenance Co-ordinator, such as PAT Testing, Compliance and technical matters which also tie in with his Caretaking Role.

Thank you to Sue and Karen for their success in building up the daytime and weekend bookings.

Julie retired in June 2023, after working for us since December 2017. She was replaced by Joe Stevens who brought additional maintenance skills to the role. Due to Sam Holland working at the weekends, it has been possible for the Turkish School to run on Sundays, and caretakers have provided additional cover for parties and other casual bookings.

THE BUILDING AND GROUNDS

Sherwood Community Centre (Woodthorpe House) is owned by Nottingham City Council, who are responsible for repairs to the building, although the Association is permitted to make minor repairs, or arrange for work to be carried out by approved contractors, and is responsible for painting and decorating the interior. The Association relies on rents to pay the Centre's running costs and minor repairs.

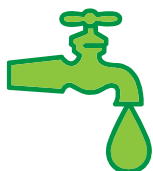
Room 2 has been redecorated and carpet tiles have been replaced. However there have been quite a few repairs needed, which would normally have been carried out by the Council, which caretakers have worked hard to remedy. Unfortunately, there are other repairs which need to be carried out by the Council, when the money is available.

Although the Council are no longer cutting grass or doing other work on the grounds, we have been able to arrange for a small group of volunteer gardeners to work on grounds maintenance, which has considerably improved the appearance of the beautiful surroundings, which had previously become very neglected. Disposal of garden waste is a major problem, as this cannot be put in normal bins and the Council only operates a garden waste collection for residential properties.

We are also fortunate to be adjacent to a Wildlife Trust Nature Reserve and are very grateful to Nottinghamshire Wildlife Trust and the Keeping it Wild Team who maintain that area.

SHERWOOD COMMUNITY CENTRE & THE ENVIRONMENT

Please help us to do our bit for the planet! We would like to continue our work on reducing our energy consumption of:



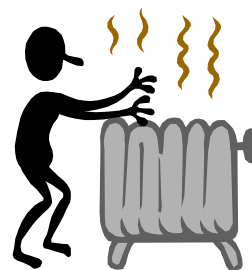
Water

Check that non-automatic taps are off after use.



Light

Please turn off lights if you leave a room. Don't put them on if it is a bright day and you can manage without.



Heat

Turn room thermostats down a degree or two, or to zero when you leave a room, as hot water in the pipes helps to maintain warmth in the rooms.

If you live too far away to walk, then perhaps you may be able to cycle to the Centre and take advantage of our bike bins to lock away your bike whilst using the Centre. Alternatively, you could make use of our bike planter to secure your bike. There are also buses running past the Centre regularly, with bus stops within 2 minutes' walk. If, however, you do have to use your car to visit the Centre, please respect the car park markings and blue badge parking spaces, and park considerately. If the car park is busy and you have difficulty parking, there is space on Woodthorpe Drive, opposite the Community Centre, which is well-lit and wide. Alternatively, car parks are available a short walk away in Sherwood.



The little things we do can make a big difference, so please continue with your efforts helping us to reduce our carbon footprint.

BOOKS and BRIC-A-BRAC

Books and Bric-a-Brac are on sale in the Foyer/Reception area to raise funds for the Community Centre.

Donations of good quality bric-a-brac and books are always appreciated.

BOOK SHARING



Books displayed in the cafe can be borrowed and returned or passed on to friends. If you don't return the book, we ask that you replace it with another book that you have read to enable the shelves to stay stocked.

AFFILIATED GROUPS' REPORTS

Sherwood Playgroup CIO

Sherwood Playgroup has been running for 63 Years at Sherwood Community Centre. Since the pandemic we have moved to a Tuesday – Friday Term Time pattern where children can attend between the hours of 9.15am and 4pm for up to 38 weeks of the year. Many families now choose to do three full days to complete their allocated funded entitlement. We have a settled, well qualified and experienced staff team who attend regular training and professional development sessions. We continue to offer placements to students from NTU Nottingham Trent University who we have a strong link working with the Education and Psychology departments as well as students who wish to have experience of working with a range of children including those with Special Educational Needs. We also began linking with The Best Practice Network in January to support Training for

an additional Early Years Teacher through their Initial Teacher Training Scheme. We also offer work experience to local Secondary schools which are supervised by our staff team and we also have two volunteers who attend regularly who are a fantastic support. We work closely with Nottingham City Council's Early Years team and follow guidelines set by the Department of Education alongside OFSTED Registration and following the Early Years Foundation Stage Statutory Framework. We have children who benefit from funded places due to the Two-Year-Old Early Learning Programme alongside the Universal Entitlements for children following the term of their third birthday.

We have children who receive funding through the Higher-level needs funding administered through the Local Authority and children who have Special Educational Needs or a disability and work with a range of local Authority staff including the SEND team, Teachers of the Deaf, Learning Support staff and the Autism Team. Increasingly more children have been staying with us two years or more until they move to a full-time school place and some children stay with us longer as they will be home educated. Many Parents/Carers seek us out due to hearing positive feedback from others who support our ethos. We continue to have a waiting list and receive many telephone and e-mail enquiries, as well as enquiries from our Facebook/Instagram Page and website:

www.sherwoodplaygroup.co.uk

At times when we have the staffing capacity we run small Stay and Play Sessions for those living locally to become familiar with the Community Centre and Playgroup. We fully support Community Centre activities by promoting and attending when we can as well as supporting the Sherwood Community Café on site. Our new families in particular find it really helpful to be able to have a warm drink and a snack whilst their child is settling and often bring others to use the Café.

We continued to receive a grant as part of the Local area Grant up to March 2024 that we use to pay into the Wildwood for weekly Forest School sessions which impacts positively on children's resilience, awareness of seasons and nature and develops their physical skills. We have some children in receipt of pupil premium money which is used in many variable ways depending on their needs and interests. We are grateful to the Wildlife Trust and the Keeping it Wild Team for their continued support and allowing us to use Woodthorpe Meadow which provides so much learning potential through the seasons and in all weathers. We are grateful to Helen, our local Co-op Member Pioneer, who has supported some of our events with funding and resources including an event for parents and families as part of the Big Green Week and for supporting a donation of £450 towards new portable climbing equipment. We are also very fortunate to be in a thriving Community Centre where groups such as Open Wings and Elevation Dance have supported some creative, dance and musical activities which brings new experiences to our group.

We are thankful to our Parents/Carers and wider community who acknowledge the difference that our small setting makes to children's lives and development in their Early Years in the broadest sense. We are always grateful for donated items that we use on a regular basis, such as wet wipes, cleaning materials, playdough ingredients and fruit and veg. Our finances are satisfactory at the moment however government funding rates which are distributed by the Local authority do not fully match the rises in wages which is a concern for longer term sustainability. However for now we are covering our costs and aim to offer any additional non funded hours at an affordable level to families. We welcome grants, donations and legacies to support the continuing work of Sherwood Playgroup CIO within our city and local area.

Louise Holland / Jayne Lowe – Co Managers Sherwood Playgroup CIO

sherwoodplaygroup.co.uk

Jill Gregory School of Dancing

Over the last year, the Advanced Ladies Ballet class has grown in size and I feel privileged to have such a large group of advanced dancers. The Advanced Adult Tap class is small, however very few dancers who return to tap as adults have reached this standard. The Advanced classes, which take place on Tuesdays, consist mostly of dancers who had danced as children/teenagers. The Wednesday Adult Tap Class for those who have danced as adults for several years now has a viable number of people in the class. In September 2023, I had considered closing it as few were attending. However, several regulars from pre-pandemic, plus others who had been absent for a few terms, returned in September and January. Several members of the group are mums of dancers who were, or still are, in the Saturday classes I used to teach before the main part of the school became Elevation Dance. Unfortunately, I have had to close the Beginners Adult Ballet, due to my knee problems, making it difficult to demonstrate Classical Ballet Technique to beginners and to perform in front of the class for the duration. This is not a problem when teaching the other classes. The Wednesday tap class will now be able to resume socialising after the class, as we did pre-pandemic and before the Adult Ballet class followed on from it.

Members of the Wednesday class participated in the Tapathon in November along with Elevation Dance, to raise money for Children in Need.



The Advanced Ballet and Tap groups were to perform in the Elevation Dance show in March, unfortunately, this was postponed to May due to a power failure at Djanogly Theatre.

Jill Gregory

Elevation Dance

The end of our 2022-2023 academic year was a busy one for us as we focused on community events and exams. We had lots of fun at our annual dance school picnic, danced at a charity event for Maggie's Nottingham, and performed as part of Sherwood Art Week at the beautiful St Martin's Church.

We finished off the year with some British Theatre of Dance Association (BTDA) exams in July. Our students worked very hard, and we had 72 examinations take place across two sessions with 100% pass rate.

In August, we put on our first Elevation Dance summer school, with the theme of Around the World. Over the course of three days, we had great fun leading dance workshops, arts and craft sessions and games with the children who signed up. We rounded off our summer school with a small showcase of what had been learnt in the week, inviting parents and family members in to watch. Our summer school received great feedback from both children and parents, and helped to further develop a sense of community within Elevation Dance. It's safe to say that our summer school will be making a return in future years!

We also turned 3 years old in August, and then started our new academic year in September, welcoming new members, and expanding our timetable with a couple of extra classes.

In November, we took part in the annual Tapathon for Children In Need along with the Jill Gregory School of Dancing. We had 52 dancers taking part, raising £520 from entry fees, and £170.91 from selling homemade cakes and bows on the day. We had another exam session in November, with 21 examinations and 100% pass rate.

With exams and the Tapathon completed, we could turn our attention fully to preparations for our March 2024 show, Going Global! Our dancers enjoyed learning new choreography and working together as a team on their performance pieces. Tickets went on sale, costumes were ordered, and excitement mounted in the run up to the show! We had a fantastic dress rehearsal on the 16th March, and spent the week buzzing ready for the performances the following weekend. However, unfortunately, just hours before the first performance, we were told that the show had to be cancelled due to a serious water leak in the theatre that had caused a power outage. We were all incredibly disappointed and heartbroken.

But all was not lost... after processing the news, we pulled together and preparations for a rearranged show began!

Yasmin Sidery

Nottinghamshire Bobbin Lace Society (NBLS)

From March 2023, NBLS has continued to get back to normal. Unfortunately, our membership figures have fallen again and at the end of this reporting period, there are 118 members of the Society. However, 10 of these are new memberships. Sadly, we have lost several of our older members during the past year.

Regular classes and self-help groups around the county, the seasonal Lace Days and Pop-ins were almost back to normal, though attendances were generally down overall, in part due to the fall in membership. The AGM in November 2023 went ahead, and the Committee for 2023 – 24 was established, with some new Committee members. In a change to our customary practice in previous years, we had voted at the previous AGM to give support to 4 chosen charities over a period of 2 years: Hayward House, Motor Neurone Disease Research, Parkinsons UK Research and baby Anayah Israel (a personal link to the Society, in need of specialist medical treatment abroad.) All were worthy nominations, with close links to NBLS members. Into the second year now, and so far we have raised approximately £1,000.00 for these charities, from equipment sales, cake sales, raffles and direct donations, and interim payments of £200.00 have been sent to each.

The Spring Lace Course, including 3 of our own teachers and one other who has previously worked with NBLS, was moved to September this year. It was thought this is a more suitable time of year to avoid any late bad winter weather, which is always a concern, and has affected plans before. The

annual Residential Weekend Lace Course returned to Eastwood Hall in June, where four nationally known tutors offered tuition in a variety of types of lace, and was fully booked. Regular Spring, Summer and Autumn Lace Days went ahead at the usual venues around the county, including the AGM in November and the Anniversary Lace Day in January. Though neither of these events have continued with the traditional buffet lunch in order to keep costs down, there is a Speaker, which always adds to the attraction of the day, as well as the opportunity to buy equipment from the visiting suppliers.

Several Self-help groups and classes are run elsewhere in the county, though Pop-ins, a monthly Lace Class and a weekly Self-help group run at Sherwood Community Centre. In general, Pop-in attendances continued to be on the lower side, possibly due in some part to the lack of availability of the Hall and Coffee Bar spaces, which are so important to the social side and sense of togetherness of these gatherings. This is lost to some extent, when we are moved to the 3 separate rooms instead. Sales of members'



equipment at Pop-ins continue to raise funds for our chosen charities and for our own funds. It is necessary to book a slot in advance, to ensure there is both space and opportunity to sell the goods. This will often depend on whether we have use of the Hall or the Rooms, which are more confining and so lacking in space to display the goods, and whether or not there is a Committee meeting to accommodate.

We now have a newly re-designed and colourful logo, see above, and the website is being updated. Fledgling plans for a social media outlet are also evolving. Looking ahead, 2025, will be our Golden Anniversary, and the Committee is also in the throes of planning for that, and Golden Bookmarks will likely be figuring in the celebrations.

Valerie Hunter.
NBLS Representative to SCA CIO
May 2024.

The Yoga Village

We have had a busy year, with an increase in general yoga students and weekend events, particularly our monthly full day of yoga on a Saturday. Our pregnancy and family classes continue to thrive, with our teacher Beth continuing to run one of our three postnatal groups. Hannah continues to teach the other classes, except for Kids' Yoga which Helen facilitates.

We continue to partner with Zephyr's, the bereavement charity, holding regular workshops over the year.

During Sherwood Arts Week 2023, we ran a yoga relaxation and art class, which was very enjoyable and marks a continuation of participation in Arts Week annually.

Hannah Malhotra

OTHER USER GROUPS' REPORTS

Chair Based Zumba Gold Social

This fun, friendly seated class & social is run in conjunction with the Centre's on-site cafe, on behalf of the Association.

It is voluntarily led by one of the Association's Trustees, who is a fully qualified fitness instructor. Proceeds from these weekly sessions are reinvested back into the Community Centre.

The class is gently-paced and low-impact. It can be done seated or standing and is wheelchair friendly. It primarily caters to those who tend to face physical, mental, or emotional barriers when accessing mainstream fitness sessions.

Sadly, a common experience for many, within these demographics, is loneliness and social isolation. To tackle this within the local community, a social element is included as part of the session and each participant gets a free tea/coffee and cake or biscuits. The Centre's Cafe provides a safe, warm place, before and after class, for them to chat, build confidence and form new friendships.

It's a fun, relaxed environment with no judgement and lots of support. Everyone goes at their own pace and laughter and singing is very much encouraged throughout the class.

Since launching in [2016], this session has continued to grow and thrive. Class attendance has steadily increased throughout this year with many former participants returning and many new class members being welcomed too.

As well as our own marketing efforts, through social media, leaflets and posters, we are now also getting referrals coming in from organisations like Age UK and from various physios and social prescribers. We have regular participants from two different organisations who work with adults with learning difficulties. This increase in class members has led to the creation of a second class in order to manage the numbers safely and to enable all

participants to see the instructor and fully take part. It also means we have two social sessions.

A strong sense of community and friendship has developed from these sessions over the years. Quite a few class participants have become members of the Association and many of them volunteer to help at our various fundraising events throughout the year.

We look forward to continuing to develop this fantastic community session and witnessing the achievements of all our class members.

Margaret Hilton
Trustee and Zumba instructor

Appendix

Accounts as prepared by CA Plus – are available on the website as a separate pdf.