

COLNE CITADEL TRUSTEES ANNUAL REPORT 2021- 2022

Charitable objects

TO FURTHER OR BENEFIT THE RESIDENTS OF COLNE AND SURROUNDING AREAS, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.

1. TRUSTEES

HAYLEY MURPHY IS TO RESIGN AS TRUSTEE 31ST OCT 2022 DUE TO POSITION OF PAID ACTING MANAGER BEING GIVEN FROM 1ST NOVEMBER. WE THANK HAYLEY FOR HER SUPPORT AND COMMITMENT AS A TRUSTEE.

TRUSTEES ARE IN AGREEMENT FOR REBECCA DOUGLAS WHO IS AN EXPERIENCED BOOKEEPER TO JOIN COLNE CITADEL BOARD OF TRUSTEES IN THE NEAR FUTURE AND WELCOME HER. WE HAVE TAKEN ON TWO TRUSTEES THIS YEAR TO ENSURE DIVERSITY AND EXPERIENCE. FOUR TRUSTEES HAVE UNDERGONE TRAINING FOR TRUSTEES DELIVERED BY NCVO. THE TRUSTEES HELD AN ANNUAL GENERAL MEETING AND REVIEWED THE CHARITABLE OBJECTS OF COLNE CITADEL. ALL TRUSTEES FEEL THAT THE CHARITY IS WORKING TOWARDS ACHIEVING IT'S AIMS AND FOR THE PUBLIC BENEFIT.

2. MANAGER

OUR PREVIOUS CENTRE CO-ORDINATOR RESIGNED DEC 2021 . THE POST OF MANAGER HAS BEEN ADVERTISED. HAYLEY MURPHY HAS BEEN APPOINTED AS ACTING MANAGER TO COMMENCE 1ST NOVEMBER 2022 PENDING INTERVIEWS OF APPLICANTS FOR PERMANENT POSITION. WE HAVE BEEN FORTUNATE TO RECEIVE 3 YEARS FUNDING FROM THE NATIONAL LOTTERY REACHING COMMUNITIES FUND. THIS WILL FUND THE POST OF CENTRE MANAGER, PAYROLL, NATIONAL INSURANCE AND PENSION COSTS.

3. ACCOUNTS

TRUSTEES MET AND DISCUSSED 2021/22 ACCOUNTS AND THE BUDGET FOR COMING YEAR. WE ARE PLEASED TO REPORT SIGNIFICANT INCREASE IN INCOME FROM FUNDING, RENTAL INCOME AND OVER COUNTER SALES. ALTHOUGH COSTS HAVE INCREASED AND WILL CONTINUE TO INCREASE DURING THE NEXT YEAR- WE FEEL CONFIDENT WE WILL BE ABLE TO MEET OUR OUTGOINGS. THE TRUSTEES WILL CONTINUE TO MONITOR FINANCIAL SITUATION CLOSELY AT REGULAR MEETINGS. BOOKEEPING IS CARRIED OUT WEEKLY TO ENABLE CLOSE MONITORING OF INCOME AND EXPENDITURE. WE ARE FORTUNATE TO HAVE FUNDING TOWARDS CORE COSTS INCLUDING ENERGY WHICH WILL HELP ADDRESS INCREASES DUE TO COST OF LIVING CRISIS AND INTENDED INCREASED OPENING HOURS NEXT YEAR. WE WILL LOOK AT HAVING MORE DETAILED ACCOUNTS PREPARED NEXT YEAR AS OUR FUNDING WILL INCREASE SIGNIFICANTLY.

4. FUNDING

WE ARE FORTUNATE TO HAVE SEVERAL FUNDING POTS AT PRESENT TOWARDS OUR COUNSELLING SERVICE, MANAGER POST, LEGO THERAPY, ANIMAL ASSISTED THERAPY, SELF HARM PREVENTION /BINGE CYCLE GROUP, INCREASED ENERGY COSTS, ADVERTISING, INCREASED FOOD COSTS, VOLUNTEER EXPENSES AND TO FUND A MANAGEMENT PLAN. WE HAVE RECEIVED SEVERAL SMALL FUNDS FROM LOCAL BUSINESSES, ERIC WRIGHT TRUST, PRINCES TRUST, ASDA SUPERMARKET. WE WILL CONTINUE TO SEEK FUNDING FOR ACTIVITIES AND RENOVATIONS. FUNDING HAS BEEN APPLIED FOR TO REPLACE THE GAS BOILER WHICH WILL INCREASE EFFICIENCY. WE

ARE LOOKING AT WAYS TO ENSURE WE CAN ACCURATELY MONITOR EACH FUNDING RECEIVED.

5. VOLUNTEERS

AT PRESENT WE HAVE 15 REGULAR VOLUNTEERS AND ALSO RECEIVE VOLUNTEERS FROM A LOCAL RESIDENTIAL RECOVERY PROJECT- ELISHA HOUSE C.I.C ON A ROTA BASIS. THIS ASSISTS THEIR RESIDENTS TO RE-INTEGRATE INTO THE COMMUNITY AND GAIN VALUABLE EXPERIENCE. WE HAVE AN ARRANGEMENT WITH LANCASHIRE ADULT LEARNING WHO ARRANGE TRAINING IN HOUSE FOR OUR VOLUNTEERS. THIS YEAR 3 VOLUNTEERS UNDERTOOK 6 HALF DAYS VOLUNTEER TRAINING. WE SUCCESSFULLY FILLED EMPTY TRAINING SPACES WITH PARTICIPANTS FROM ANOTHER COMMUNITY ORGANISATION. FOOD HYGIENE AND FIRST AID TRAINING IS BOOKED FOR EARLY NEXT YEAR. TWO VOLUNTEERS HAVE UNDERTAKEN FIRST AID TRAINING DELIVERED BY BRITISH RED CROSS.

VOLUNTEERS ARE REIMBURSED FOR TRAVEL EXPENSES AND MEALS WHILST ON DUTY AS WE BELIEVE VOLUNTEERS SHOULD NOT BE OUT OF POCKET FOR GIVING THEIR TIME.

WE ARE ASSISTING A VOLUNTEER IN SUPPORTED LIVING WHO WISHES TO OPEN HER OWN CAFÉ EVENTUALLY BY ALLOWING HER TO TRIAL HER RECIPES IN OUR CENTRE.

6. ACTIVITIES/ GROUPS

IN ADDITION TO GROUPS PREVIOUSLY MENTIONED COLNE CITADEL PROVIDES A VENUE FOR OTHER COMMUNITY GROUPS WHICH BENEFIT OUR COMMUNITY AND ARE IN LINE WITH OUR CHARITABLE OBJECTS - RECOVERY ORGANISATIONS, SUPPORT FOR FAMILIES/ FRIENDS OF THOSE IN ADDICTION, SUPPORT FOR SINGLE PARENTS AND FAMILIES AND NARCOTICS ANONYMOUS. THE CRAFT FRIENDSHIP GROUP WHICH ORIGINALLY STARTED VIA ZOOM DURING LOCKDOWN NOW MEETS IN CENTRE EVERY WEEK. THIS GROUP IS VERY WELL ATTENDED AND IS NOW FACILITATED BY A PREVIOUS ATTENDEE. WE HAVE MIXED ABILITIES IN THIS GROUP WHICH IS INCLUSIVE OF MEMBERS OF OUR COMMUNITY DIAGNOSED WITH LEARNING DIFFICULTIES. NATTERSHACK -A SOCIAL GROUP ALSO MEETS WEEKLY. A LADY WHO PREVIOUSLY ATTENDED OUR BINGO FOR SENIOR CITIZENS NOW TEACHES EMBROIDERY AND KNITTING.

WE CONTINUE TO ASK OUR VISITORS WHAT THEY FEEL IS NEEDED AND ADAPT OUR SERVICES WHENEVER POSSIBLE.

OUR FREE, PROFESSIONAL COUNSELLING SERVICE CONTINUES TO BE VERY SUCCESSFUL. WE HAVE 8 VOLUNTEER COUNSELLORS SUPERVISED AND CO-ORDINATED BY A VERY EXPERIENCED COUNSELLOR. WE HAVE A DEDICATED COUNSELLING TELEPHONE NUMBER -ALL CALLS ARE TRIAGED BY OUR LEAD COUNSELLOR. WAITING TIMES ARE APPROXIMATELY 8 WEEKS. REFERRALS ARE RECEIVED FROM INDIVIDUALS, OTHER COMMUNITY AND STATUTORY ORGANISATIONS AND NHS MINDSMATTER.

7. FUTURE PLANS

WE HAVE PLANS AND FUNDING IN PLACE TO RELAUNCH OUR SOCIAL AFTERNOON FOR SENIOR CITIZENS WHO NOW FEEL CONFIDENT TO SOCIALISE FOLLOWING COVID RESTRICTIONS. WE PLAN TO OFFER SLOW COOKER COOKERY SESSIONS TO HELP THOSE IN OUR COMMUNITY COOK AFFORDABLE, NUTRITIOUS MEALS. SOCIAL EVENINGS WILL BE INTRODUCED TO ASSIST THOSE WHO ARE ISOLATED TO SOCIALISE IN AN ALCOHOL-FREE ENVIRONMENT. OUR CENTRE WILL OPEN MORE FREQUENTLY THIS NEXT YEAR TO PROVIDE A WARM, SAFE SPACE TO OUR COMMUNITY. WE PLAN TO ENGAGE THE SERVICES OF A PROFESSIONAL TO ASSIST US TO FORM A BUSINESS PLAN FOR THE FUTURE OF OUR CHARITY.

BUILDING

8. OUR BUILDING IS IN GOOD CONDITION AND DECORATIVE ORDER. WE PLAN TO REPLACE SOME FURNITURE, RENEW OUR BOILER AND HAVE THE ROOF CHECKED IN THE COMING MONTHS. IDEALLY THE KITCHEN COULD BE MODERNISED AND WE PLAN TO LOOK FOR FUNDING NEXT YEAR. THE WIFI CAN BE A PROBLEM WHEN THE CENTRE IS VERY BUSY. WE HAVE OBTAINED QUOTES TO EXTEND THE WIFI AND HAVE APPLIED FOR FUNDING.

9. ACHIEVEMENTS THIS YEAR

THE TRUSTEES FEEL WE HAVE RECOVERED WELL SINCE COVID RESTRICTIONS ENDED .NUMBERS OF ATTENDEES HAS GRADUALLY RETURNED TO PRE-PANDEMIC NUMBERS OVER THE YEAR AND IS BECOMING BUSIER. WE ARE PLEASED TO REPORT THAT SOME OF THE SUCCESSFUL METHODS ADOPTED DURING COVID TO KEEP OUR COMMUNITY CONNECTED HAVE CONTINUED AS REQUESTED FOR THE CONVENIENCE OF COMMUNITY MEMBERS- USE OF ZOOM FOR COUNSELLING SESSIONS, MEETINGS AND TRAINING. THE CRAFT FRIENDSHIP GROUP ORIGINALLY DELIVERED ONLINE DURING COVID IS NOW A THRIVING GROUP IN CENTRE FACILITATED BY A MEMBER. THIS MEMBER SUPPORTED ANOTHER ATTENDEE TO FACILITATE A 'NATTERSHACK ' GROUP UNTIL CONFIDENT TO MANAGE THIS INDEPENDANTLY. WE ARE CONTINUING TO SEE MEMBERS OF OUR COMMUNITY ATTEND AS VISITORS PREVIOUSLY ISOLATED WHO GO ON TO BECOME VOLUNTEERS THEMSELVES WHICH IMPROVES SELF CONFIDENCE AND WELL BEING. THIS IS VERY REWARDING BOTH FOR THE COMMUNITY, OURSELVES AND THE VOLUNTEERS. ONE COMMITTED VOLUNTEER PREVIOUSLY ON LONG TERM SICKNESS GAINED FULL TIME EMPLOYMENT, HAS STARTED HIS OWN PEER SUPPORT GROUP FOR MEN AND HAS BECOME A TRUSTEE. TWO VOLUNTEER COUNSELLORS HAVE GAINED FULL TIME EMPLOYMENT.

WE HAVE INCREASED PARTNERSHIP WORKING WITH OTHER COMMUNITY AND STATUTORY ORGANISATIONS SUCH AS INTEGRATED NEIGHBOURHOOD TEAM AND COMMUNITY CONNECTORS. WE ARE NOW ABLE TO MAKE DIRECT REFERRALS ON BEHALF OF CLIENTS WHO REQUIRE FURTHER SUPPORT.

Colne Citadel
Period 01.09.2021 to 31.08.2022

Income and Expenditure

	2022	2021
INCOME		
Rent Received	7,859	885
Funding	40,021	17,107
Miscellaneous Income	8,264	7,087
Total	56,144	25,079

EXPENDITURE

Counsellors	12,360	5,080
Activity Expenses	264	3,535
Citadel / Office Sundries	19,749	1,001
Miscellaneous Expenses	5,476	5,716
Bank Charges	90	98
Insurance	753	450
Accountancy fees	300	300
Rent & Rates	1,058	226
Repairs & Maintenance	1,893	450
Television	639	693
Utilities	2,749	2,211
Motor vehicles - donated from Elisha		
Total	45,331	19,760

SURPLUS FOR YEAR	10,813	5,319
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BALANCE AT BANK

Current Account	3,101	1,877
Savings Account	20,022	10,433
Total	23,123	12,310

Unrestricted reserves b/f	12,310	6,992
Unrestricted reserves in year	10,813	5,318
Unrestricted reserves c/f	23,123	12,310

The above financial statements have been independently verified and signed by:

Andrew Davies FCA
 On behalf of Kneeshaws 2018 Ltd

Signed



Date

31/08/2022

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