



Friends of Portland Works

**Charitable Incorporated Organisation
Charity Registration Number:
1160641 (England and Wales)**

**Report of the Trustees and Unaudited Financial Statements
Year ended 31 December 2022**

www.friendsofportlandworks.org

Friends of Portland Works

Trustees' Report

For the Year Ended 31 December 2022

The Trustees present their report with the financial statements of the Charity for the year ended 31 December 2022.

Reference and administrative information

Charity name:	Friends of Portland Works
Charity Registration Number (England & Wales):	1160641
Registered Office:	Portland Works Randall Street Sheffield S2 4SJ

Trustees

Trustees at 31 December 2022

Paul Iseard- Chair, (appointed 20th Feb 2022)
Rachel Eagle, ACA, Treasurer
Carol Seymour - Secretary, (appointed 20th Feb 2022)
Geoffrey Marston, OBE
John Clarke
Andrew Kershaw, (appointed 12th September 2022)

The Charity employs no staff, utilising volunteers where appropriate. Mark Pickering (Chair) resigned on 12th Feb 2022;

Timothy Reynolds resigned on 13th Feb 2022; Andrew Colls resigned on 14th Nov 2022

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, ME19 4JQ

Structure, governance and management

The Charity is a Charitable Incorporated Organisation ("CIO"), established on 25 February 2015. It is governed by its Constitution. If the CIO is wound up, members have no liability to it.

Recruitment and appointment of trustees

The management of the CIO is vested in the Trustees, who are elected by the membership and act in a voluntary capacity.

There is a minimum of three and a maximum of twelve trustees who are elected at the Annual General Meeting. Portland Works Little Sheffield Limited, Industrial and Provident Society number IP031143, (PWLS) may appoint up to eight charity trustees. No more than half of the appointed charity trustees may be directors of PWLS. By giving written notice to the CIO, the appointing body may reduce the number of nominated charity trustees it wishes to appoint, to a number less than eight. Once the number has been reduced, it may not subsequently be increased.

Business and property skills are well represented amongst the Trustees. New trustees are sought by open advertisement, or individuals are approached to offer themselves for election subject to the rights of PWLS.

Rachel Eagle and Paul Iseard retired in rotation and were re-elected at the AGM on

Paul Iseard, Rachel Eagle and Carol Seymour were elected as Chair, Treasurer and Secretary respectively.

Friends of Portland Works

Trustees' Report

For the Year Ended 31 December 2022 - continued

Objectives

The objects of the CIO are to promote, for the benefit of the public, urban regeneration in areas of social and economic deprivation (and in particular in Sheffield and the surrounding area) by all or any of the following means:

- (a) assisting in the preservation of buildings or sites of historic or architectural importance, and in protecting the built environment, in particular Portland Works (a Grade 2* listed building) and any similar building in Sheffield and the surrounding area;
- (a) by assisting in the preservation of Portland Works and similar buildings, help to create training and employment opportunities through the provision of small workspace units, for rental on favourable terms;
- (a) the advancement of education and helping to provide public access to Portland Works and similar buildings; also training or retraining, particularly among unemployed people, and providing unemployed people with work experience;
- (a) such other means as may from time to time be determined subject to the prior written consent of the Charity Commissioners for England and Wales.

Statement of public benefit

The Trustees confirm they have complied with the duty in Section 4, Charities Act 2011, to have due regard to the guidance issued by the Charity Commission concerning public benefit.

Activities, achievements, performance and future plans

During the year we increased our attendance at public events and started a new programme of lectures at Portland Works. Both activities have provided fund raising opportunities and resulted in donations and sponsorship totalling £2622 (2020- £1522). One grant was claimed by Portland Works Little Sheffield (PWLS.) Friends received no formal requests for funding support during the year. Discussions with PWLS about future priorities for grant funding have been ongoing and Friends made 4 offers of grant funding during the year detailed below.

D Block windows: the erection of scaffolding to carry out a roof repair enabled access to the first and second floors where 38 window frames are in urgent need of restoration. Work has started on the window frames, most of which can be restored rather than replaced. This work is volunteer led. In 2021, Friends launched a "sponsor a window" appeal to help pay for essential materials (paint, glazing bars, window panes etc). This raised £1166.66 during the year. A further £950.10 was raised in 2021 giving a total of **£2116.76** at the year end to be claimed at a future date by PWLS against expenditure on materials.

Randall Street Project: A comprehensive scheme to improve the Randall Street elevation was approved by the Pilgrim Trust in November 2019. The Pilgrim Trust awarded £15,273 to which Friends added £3,000 from reserves. The original scheme comprised the following elements:

- Replacement of 7 iron gratings (done and **£3189.00** paid to PWLS and reclaimed from Pilgrim Trust)
- Replacement/repair of 9 basement windows
- Repairs to the cart entrance ceiling, woodwork, doors and stone setts
- Reinstatement of 4 chimney pots

Work was delayed due to the Covid restrictions and the need for PWLS to focus its attention

on delivering a time limited programme of work funded from the Covid Recovery Fund (CRF). In December 2021 the Chair of Friends asked PWLS to submit a detailed plan and a commitment to complete the programme by 30 November 2022. The deadline for submission was 31st January 2022. The revised and costed scheme was delivered by a PWLS representative on the evening of 31st January, after the Chair of Friends had written to the Pilgrim Trust informing them that the scheme is withdrawn.

Having reviewed the work programme for the Randall Street frontage in the light of increasing costs, PWLS and Friends are agreed that the priority is to replace the basement window frames. Friends has offered a contribution of **£5,000** for this purpose.

Hill Street Project: Most of the work on Hill Street has now been completed ie replacement of eroded/unmatched bricks; provision of drain pipes; new sets of sash windows. Friends has offered up to **£2,500** to complete the work on Hill Street, the main task being to rebuild a collapsed window arch, install the drainpipes and fit the new sash windows into one of the units.

New toilet window: thanks to a bequest, Friends has offered **£560.00** towards the cost of installing a new window frame and glazing to the boarded up downstairs ladies toilet window adjacent to the A block staircase.

Education and Outreach

Attendance by Friends at community and heritage events featured strongly in 2022. Friends had a stand at the following events:

- Sheffield Heritage Fair on 1st and 2nd Feb
- Sheffield Family History Society fair, on 18th May
- Norfolk Park Jubilee event on 7 and 8 June
- Heritage Open Day on 27 September
- Kelham Island Christmas Fair on 5 and 6 November

These events are important in spreading the word about Portland Works, stimulating interest and raising funds. We now have a database of over 250 supporters to whom we send news about future events and developments at Portland Works.

Friends has also taken on a joint programme of lectures at Portland Works, focussed on aspects of Sheffield's industrial and social history. The first two lectures were held in October and November. Friends takes the lead in organising the lectures and shares the proceeds equally with PWLS who provide the premises and audio visual equipment. The programme continues in 2023 and each lecture to date has attracted around 30 paying guests.

Extensive use of social media is now being made to attract new audiences.

Trustees also deliver lectures on request to clubs and societies. Speaker fees are donated to Friends and this is also an effective way to raise awareness about Portland Works, past and present.

Work is now underway to develop an associate membership scheme to formalise our relationship with supporters. Associated with this, trustees are reviewing current policies and updating them to meet future requirements.

We would like to record our sincere thanks to Mark Pickering (former Chair) Timothy Reynolds, (former trustee) and Andy Colls (former Treasurer) who served from the foundation of Friends of Portland Works in 2015. They were instrumental in developing bids and applying successfully for external funding, and have provided a strong foundations from which we can confidently build.

We would also like to record our thanks to the Portland Works volunteers who have given freely of their time to support our events; and to Portland Works tenants for donating raffle

prizes.