

Charity Registration Number: 1165496

Poole Quays Forum

**Trustees' Annual Report and Accounts
for the Year Ended 31 December 2020**

Poole Quays Forum

Trustees' Annual Report for the Year Ended 31 December 2020

Reference and Administration Details

Charity name

Poole Quays Forum

Charity registration number

1165496

Charity's principal address

Poole Quays Forum

2 Poplar Close

Poole

BH15 1LP

Trustees

William Constance (Chair)

Christopher Allenby (Treasurer)

Duncan Challis

Lisa Fall

Poole Quays Forum

Trustees' Annual Report for the Year Ended 31 December 2020

Structure, Governance and Management

Poole Quays Forum is a Charitable Incorporated Organisation ('CIO'), which was created and registered with the Charity Commission on 9 February 2016.

Poole Quays Forum is a membership-based organisation. Membership of the CIO is open to;

- i. anyone who resides, or works or, in the case of a corporate body or a partnership has a place of business in the Neighbourhood Area; or
- ii. anyone who is an elected member of a County Council, a Borough Council or District Council any of whose area falls within the Neighbourhood Area; and is interested in furthering the purposes of the CIO.

The general management and control of the charity rests with a board of trustees, who are elected by the membership of the charity at each annual general meeting. The board of trustees may also appoint new trustees during the year, although such persons will hold office until the next AGM, where they may be re-appointed. Trustees are required to retire by rotation, with one third of the trustees retiring each year. Trustees who retire at an Annual General Meeting (AGM) may, if still willing to act, be reappointed.

The board of trustees meet approximately once a month to manage the affairs of the charity. All trustees give their time voluntarily. They are assisted by a group of voluntary advisors, who provide advice and guidance to the trustees on a range of technical issues.

Objectives and Activities

The objects of the charity, as set out in its governing document, are to promote for the benefit of the public:

- a. the protection, preservation, improvement and revitalisation of the built environment;
- b. high standards of architecture and town planning;
- c. the provision or improvement of public amenities, open spaces and recreational facilities for the public at large or those who have need of them by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances; in the neighbourhood area, in particular but not exclusively by such sustainable means as may promote sustainable development, in order to improve the social economic and environmental wellbeing of the neighbourhood area.

The 'neighbourhood area' means the area known as Poole Old Town and Hamworthy East.

Poole Quays Forum (PQF) primarily pursues its objects as defined in the Neighbourhood Plan for the Poole Quays Forum area. Under the Localism Act 2011,

a neighbourhood forum has the powers to prepare a Neighbourhood Plan and Development Order for a neighbourhood area. The PQF plan was adopted by the Local Authority (LA) in February 2017 and is now part of the LA's planning policies. As a formal group recognized by the Local Authority, Poole Quays Forum can therefore represent the neighbourhood and the local community's various interests. It is an opportunity for interested parties to share ideas and work together to make the neighbourhood area a better place.

Poole Quays Forum also pursues its objects by pursuing improvements to public amenities in the neighbourhood area. Such work involves working in partnership with other bodies to identify opportunities and bring forward plans to improve public space.

The trustees have referred to the Charity Commission's guidance on public benefit when reviewing aims and objectives and when planning future activities. The trustees are satisfied that the charity meets the Charity Commission's public benefit test.

Achievements and Performance

The COVID pandemic and resulting government restrictions, laws and guidance have seriously curtailed the activities of the Forum. The last members meeting was held in February 2020, when 98 attendees concentrated on preparations for a revision to the PQF Neighbourhood Plan.

Our objective is to encourage the local community to play an active part in shaping the future environment for the PQF area. That means bringing people together to share concepts and work towards improvements in the area. Since early in March 2020 that has not been possible. We have maintained communication with members electronically, by email and more recently have used Facebook, which has proved to be very popular and is reaching a wider audience.

The Trustees and Advisors have continued to meet electronically by Zoom on a monthly basis. The focus has been to work with developers and BCP Council on potential developments and public realm projects, which will improve the environment and benefit the existing and future community of the Neighbourhood area.

We had continued to work with BCP Council and other stakeholders in a bid for the Government's 'Future High Streets Fund'. Unfortunately, the bid was unsuccessful, but hopefully the information and concepts developed will be used in future activities to improve the High Street.

PQF are playing an active role in the 'Poole High Street Action Zone' project, which is moving ahead as planned. We participate in the Partnership Board and are actively engaged supporting the Project Manager.

PQF Neighbourhood Plan policies relate to the High Street, which is of major importance for a vibrant and successful Poole. We have established a working relationship with the Poole Business Improvement District (BID) team. A new Chair

and Manager of BID have been appointed and we are working together as we are both committed to seeking improvements in the High Street.

BID and PQF are working with the Council and Police on Anti-Social Behaviour (ASB) issues and the cleanliness of the area.

The Council have announced their “Big Plan”. There are 5 key elements, one being – To ‘rejuvenate’ Poole with a “vibrant, attractive and sustainable mix of residency, business, hospitality, retail, culture and green spaces”

This part of the plan is being supported by the formation of an independent company, the ‘Urban Regeneration Company’ (URC). A Chief Executive (CEO) has been appointed along with a dedicated team.

Meetings have been held with the CEO to explain the PQF Neighbourhood Plan and explore opportunities for cooperating on projects to enhance the public realm and improve the environment for the benefit of the community.

PQF continues to be actively involved with the BCP Council planning team, a variety of potential developers and the local community to ensure positive communication and the promotion and adoption of PQF policies within the area. Generally, developers welcome the opportunity to engage with the community and present their concepts. In the absence of physical meetings this has been achieved by electronic means.

With the Neighbourhood Plan now firmly established as part of the BCP Council planning process, PQF will continue to work in partnership with other interested parties such as the Council, Poole Harbour Commissioners, local businesses, potential developers and the Poole BID team to share ideas and work together to make the neighbourhood area a better place.

PQF Trustees wish to thank all members for their continued support. Membership at the year-end was 518 and continues to grow. All members are encouraged to participate in PQF activities and new members are most welcome.

The Trustees wish to thank the RNLI for their continued support and assistance.

A special thank you is due to fellow Trustees and Advisors, who continue to give of their time, knowledge, experience and effort.

We look forward to a return to normality.

Poole Quays Forum
Receipts and Payments Accounts
For the Year Ended 31 December 2020

	Notes	2020 £	2019 £
Receipts			
Grants		-	3700
Donations and gift aid		374	993
BCP & BoP		-	995
Total receipts		<hr/> 374 <hr/>	<hr/> 5688 <hr/>
 Payments		 -	 -
Workshop		-	(451)
Print & publicity		(10)	(340)
Website Domain		(78)	-
Insurance	5	(172)	(280)
ECA		(3700)	-
Other miscellaneous costs CVS Subscription		-	(48)
Sub-total		<hr/> (3960) <hr/>	<hr/> (1119) <hr/>
Net receipts / (payments)		<hr/> (3586) <hr/>	<hr/> 4569 <hr/>
 Cash funds brought forward		 5191	 622
Cash funds carried forward		<hr/> 1605 <hr/>	<hr/> 5191 <hr/>

All funds are unrestricted.

Poole Quays Forum
Statement of Assets and Liabilities as at 31 December 2020

	Notes	2020 £	2019 £
Cash funds			
HSBC current account		1605	5191
HSBC savings account		-	-
		<hr/> 1605 <hr/>	<hr/> 5191 <hr/>
Liabilities			
Payments due		(100)	(100)
Loan notes	5	(3,000)	(3,000)
		<hr/> (3,100) <hr/>	<hr/> (3,100) <hr/>

All funds are unrestricted.

Signed on behalf of all the trustees



William Constance
Chairman of the Trustees

29th October 2021

Accounts reviewed by



DEBBIE L. FERGUSON
28th October 2021

Poole Quays Forum

Notes to the Accounts for the Year Ended 31 December 2020

The following notes provide additional analysis to assist with the understanding of the accounts.

1. Basis of preparation

As a CIO, the charity is required to follow accounting and reporting requirements set out by charity law. As the charity's annual income is below £250,000, it is permitted to prepare its accounts on a receipts and payments basis. The charity has therefore chosen to present receipts and payments accounts with a statement of assets and liabilities.

2. Independent examination of the accounts

An audit or independent examination is only required if the charity's gross income is over £25,000. The trustees have therefore decided not to have an independent examination performed in accordance with the Charity Commission's guidance set out in '*Independent examination of charity accounts: examiners (CC32)*'. The Trustees have, however, subjected the accounts to informal external verification by a suitably experienced person not connected to the charity.

3. Loan notes

	2020	2019
	£	£
Christopher Allenby	(1,000)	(1,000)
Duncan Challis	(1,000)	(1,000)
William Constance	(1,000)	(1,000)
	<hr/>	<hr/>
	(3,000)	(3,000)
	<hr/>	<hr/>

Repayment terms are currently under review.