



# Trustees' Annual Report for the period

From		Period start date			To			Period end date		
		01	APRIL	2020				31	March	2021

## Section A Reference and administration details

Charity name

Nidderdale and Pateley Bridge Men's Shed C.I.O.

Other names charity is known by

"Pateley Shed"

Registered charity number (if any)

1184036

Charity's principal address

c/o 22 Church Avenue

Dacre Banks

Harrogate

Postcode

HG3 4EB

### 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	Alan Cottrill	Project Coordinator		
2	Ian Lee		19/06/2019 – 09/01/2021	
3	Dr Mike Beer			
4	Roger Newson Smith	Chairman	From 20/06/2020 to date	
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Set Up & Ongoing Support	Andy Ryland (Community First Yorkshire)	Andy.Ryland@communityfirstyorkshire.org.uk

## Name of chief executive or names of senior staff members (Optional information)

N/A

# Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution – Association model (with voting members other than its charity trustees)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected by membership at AGM

## 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.

As we have only obtained premises on 1<sup>st</sup> March 2021 the Steering Group of initial volunteers continues to manage the day to day matters while the Trustees provide oversight. All major decisions affecting the running and finances of the charity going forward will be taken by the members at general meetings in line with our Constitution.

We have copies of policies & procedures adopted by other Men's Sheds which we have started to review, amend and/or accept as we become fully operational after the Covid-19 lockdowns and as we obtain additional equipment/tools that require risk assessments and consideration.

During this reporting year the Trustees have all taken part in on-line training for Trustees, with the Project Coordinator attending additional financial training – all provided by Community First Yorkshire or their partners.

Our registration with the UK Men's Shed Association has changed to "Operational" now that we have a venue and are preparing for post-Covid opening. We are also in contact with a growing number of other Sheds locally.

Ongoing support is provided by Community First Yorkshire, Nidderdale Plus Community Hub and over this financial year we have received grants via local sources such as Two Ridings Community Foundation and NYCC Stronger Communities.

During the year we carried out two major risk assessments: (i) restarting

working out of doors on woodland projects – Summer 2020 and (ii) Covid-19 Re-opening of venues – March 2021; the last one using a HSE template as part of a grant application to North Yorkshire CC.

As we grow in membership and number of sessions all members will be encouraged to be aware of their personal responsibility to be compliant with Health & Safety requirements and to highlight potential risks to the Trustees. Health & Safety, including a review of the Risk Register will be a mandatory item on the quarterly Trustees' meeting.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO (Pateley Shed) as in our Constitution are for:

the public benefit, the preservation and protection of good health among men aged 18 years and older, living in Nidderdale and Pateley Bridge and the surrounding area, including those who are retired, unemployed or have health problems, through the provision of facilities for hobbies, recreation or other leisure time occupations including practical interests, skills sharing, the learning of new skills, and helping with community-based projects.

We do this through the provision and management of facilities in which they can meet to undertake creative, physical, or recreational activities, plus learning and/or passing on skills and knowledge, while supporting each other socially.

A key aim is to provide an environment that is safe and that encourages the sharing of life's experiences, concerns and problems and a "listening ear" to further each other's well-being.

**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)**

During the period of this report the main activities undertaken have been:

- meeting once a fortnight to socialise over a cuppa on-line via Zoom (due to Covid-19 guidance) while continuing to establish the charity and search for a permanent venue.
- During the summer (2020) relaxation of Covid-19 lockdowns we met weekly in Fish Pond Woods, Beverley to carry out various forestry/handicraft activities and projects to help the owner including making Bird boxes and a bench around a tree for local visitors.
- In October we started discussions with North Yorkshire CC to become the tenant of their former Youth Centre in Pateley Bridge.
- In early 2021 we signed the lease and obtained access to the former Youth Centre in the March. The premises consist of three huts, two of them have sitting sub-tenants and we have use of the third but will be responsible for the maintenance of all three under the Rent & Repair lease signed with the County Council (which will provide further projects for our members).

Sadly, in January 2021 we lost a founder member and Trustee due to Covid-19, a great loss.

By end of March 2021 with only “word of mouth” to recommend us and no venue up to then there are five men who have met up regularly during 2020-21 and benefit from the charity’s existence.

We have a growing number of followers on our Face Book page, many being women who have shown an interest in or enquired about the Pateley Shed so hopefully we will increase in actual members as we reopen the workshop.

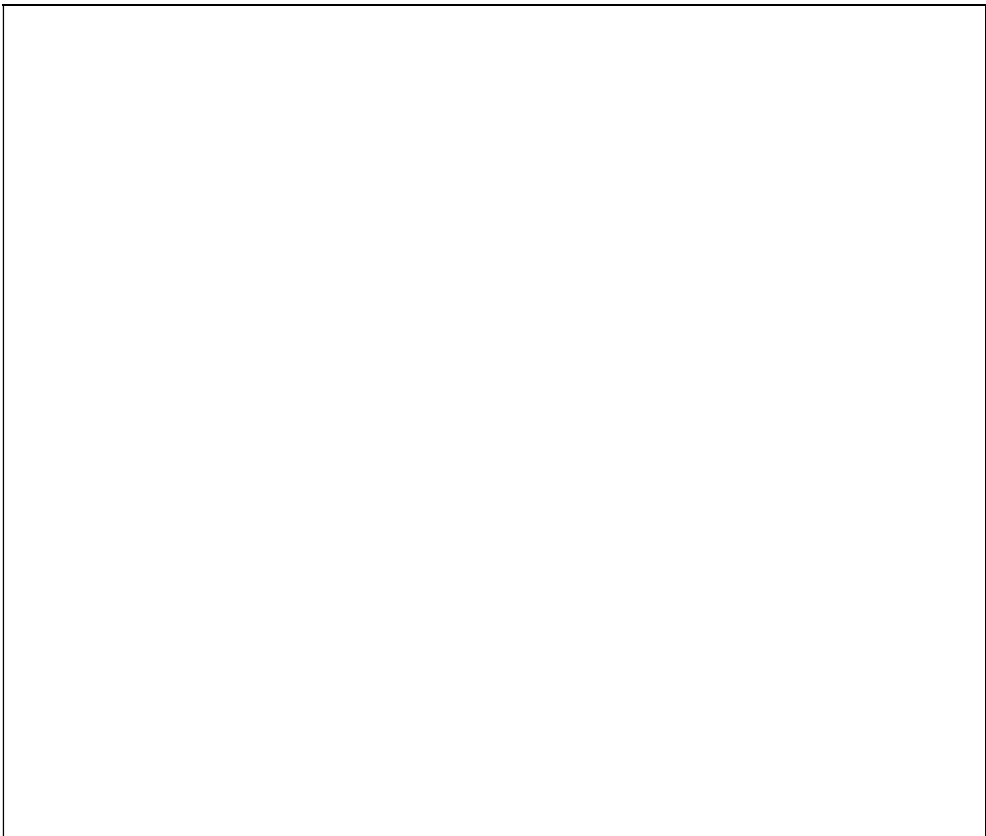
Early indications do show that the members are benefitting in line with the “Five Ways to Well-being”: Connecting; Learning; Being Active; Taking Notice and Giving (of one’s time and support to others) with friendships growing and people feeling less isolated.

**Declaration** – as Trustees we have had regard to the guidance issued by the Charity Commission on public benefit.

**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.



## Section D

## Achievements and performance

## Section D

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### Summary of the main achievements of the charity during the year

As outlined above:

- Maintained interest of Steering Group members during an exceedingly difficult year of Covid-19 lock downs.
- Established a Face Book page with the number of followers steadily growing during the year.
- Held our first AGM (on-line via Zoom) and filed the 2019-20 Accounts and Trustees' Annual Report all within the recommended Charity Commission guidelines.
- Continued to place articles and/or letters in the local newspaper to raise public awareness of the charity.
- Successfully negotiated and signed a three-year lease for premises in the Nidderdale market town of Pateley Bridge with North Yorkshire County Council.
- During this reporting year we have also been successful in being awarded the following grants:

#### Two Ridings Community Foundation – Covid-19 Community Grant

July 2020 - £500 towards Hand & Battery powered tools to re-start activities after the first national lockdown.

#### NYCC Cllr's S Lumley's Locality Grant

November 2020 - £2,000 towards Premises Legal Fees and work in obtaining Electrical Compliance Certificate.

#### NYCC Covid-19 Reopening & Restarting Grant

January 2021 - £1,000 towards becoming Covid safe e.g., Cleaning & PPE items, additional tools, and materials to start up new projects.

#### Warbuton's "Family Matters" Community Grant

February 2021 - £400 towards buying a second-hand Wood Lathe.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

As of year-end 31 March 2021 our Reserves (i.e., unrestricted funds) stood at £596.00.

Once we become fully operational and know the value of our main Overheads the Trustees will propose a policy to the 2021 AGM for the members approval.

### Details of any funds materially in deficit

N/A

### 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.

Principle sources of finance are Annual Membership Fees along with voluntary Session fees paid as and when attending. Also, we continue to identify sources of grants both regionally and nationally.

Expenditure is in line with the charity's objectives and our tenancy conditions as can be seen from our accounts filed with the Charity Commission for 2019-20 and comparing with those for 2020-21 to be filed shortly.

Not applicable at present

## Section F

## Other optional information

### Other Information

Areas like Nidderdale can present unique challenges for local people and these are dis-proportionally experienced by people who are elderly, ill, or vulnerable. More than a quarter – 25.5% - of Nidderdale's 8,850 people are aged 65 and over (as opposed to the national average of 17.7%).

Living in rural areas creates higher levels of poverty than suggested by the Indices of Multiple Deprivation. Joseph Rowntree's Minimum Income Standards found that once fuel, housing, and travel are factored in, rural budgets need to be 20% higher than urban budgets to maintain the same living standards. The Observer (2013) reported that 25% of farming families live on or below the poverty line with people in rural communities earning £5,000 less than the national average. This means there is a significant proportion of the population in Nidderdale struggling in some way and Pateley Shed can help improve their well-being.

Workshop facilities and friendships built in our "Pateley Shed" can provide a route to better health that is compliant with the "Five Ways to Well Being" programme i.e., Connect; Learn; Be Active; Take Notice & Give, currently being promoted by Public Health England, the NHS and several Mental Health charities and organisations. Men's Sheds do appear to support this argument with over 600 Shed's operating in the UK plus 150 in development regularly attended by over 13,000 "Shedders".

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Alan Bernard Cottrill	Mike John Beer
Position (eg Secretary, Chair, etc)	Project Coordinator & Trustee	Trustee
Date	29 June 2021	



**NIDDERALE & PATELEY BRIDGE MEN'S SHED C.I.O.****[PATELEY SHED] - CHARITY No: 1184036****RECEIPTS & PAYMENTS ACCOUNTS - Year Ending 31 March 2021**

		2020 - 21	2019 - 20
<b>RECEIPTS Due to date</b>	<b>NB</b>		
ANNUAL MEMBERSHIP		£ 255	£ 120
SESSION DONATIONS		£ -	
SALES OF WORK		£ -	
INCOME FROM PROJECTS		£ 54	
DONATIONS		£ 24	
GRANTS & FUNDING	1	£ 3,900	£ 9,970
FUND RAISING ACTIVITIES		£ -	
BANK INTEREST		£ -	
DIVIDENDS		£ -	
CREDITS & ADJUSTMENTS		£ -	-£ 8,973
<b>TOTAL</b>		<b>£ 4,233</b>	<b>£ 1,117</b>

**PAYMENTS To be made to date**

EQUIPMENT & MACHINERY		£ -	
TOOLS & ACCESSORIES		£ 342	
H-S & PP EQUIPMENT		£ 74	
MATERIALS		£ 97	
MISC. FIXINGS HARDWARE		£ 49	
PAINTS & FINISHES		£ -	
ELECTRICITY		£ -	
GAS		£ -	
WATER		£ -	
PREMISES REPAIRS, MTCE & IMPROV'NTS		£ 68	
COUNCIL TAX		£ -	
CLEANING		£ 53	
INSURANCE		£ -	
LICENCES SUBSCRIPTIONS		£ 24	
ADVERTISING-MARKETING		£ 15	
FUND RAISING COSTS		£ -	
STATIONERY, OFFICE & TRAINING		£ 19	£ 14
IT & PHONE COSTS		£ -	
REFRESHMENTS & HOSPITALITY		£ -	
SUNDRY & MISC ITEMS	2	£ 55	
BANK CHARGES & ADJUSTMENTS		£ -	
LEGAL AND OTHER FEES		£ 1,350	
<b>TOTAL</b>		<b>£ 2,146</b>	<b>£ 14</b>

<b>SURPLUS (-DEFICIT) FOR YEAR</b>	<b>£ 2,087</b>	<b>£ 1,103</b>
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<b>CAPITAL:</b>	<b>£ 3,190</b>	<b>£ 1,103</b>
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**BALANCE AS AT 31 MAR 2021****REPRESENTED BY:**

<b><u>CO-OP BANK COMMUNITY DIRECTPLUS</u></b>	<b>£ 2,090</b>	<b>£ 1,103</b>
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<b><u>SELECT DEPOSIT A/C 8953</u></b>	<b>£ 1,100</b>	
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<i>Reserves/Unrestricted funds</i>	3	£ 596
<i>Restricted Funds from Grants</i>	4	£ 2,594

**NOTES TO THE 2020 - 21 ACCOUNTS**

1

**Grants & Funding**

- 1.1 Two Ridings Foundation Covid-19 Community grant
- 1.2 NYCC Cllr S Lumley's Locality Budget
- 1.3 NYCC Covid-19 Community Grant 030-20
- 1.4 Warbuton Family Matters Community Grant

**Awarded**

£	500.00
£	2,000.00
£	1,000.00
£	400.00
£	<b>3,900.00</b>

2	<b>Sundry &amp; Misc Items</b> Includes £43 for flowers to wife of Ian Lee, a founder member and Trustee who died of Covid 19																								
3	<b>Reserves</b> These will be built up once the Shed becomes fully operational to a value as determined by the Trustees																								
4	<b>Restricted Funds (Grants) - Balance as at 31 March 2021</b> <table><tr><td>NYCC</td><td>£</td><td>149.09</td><td>Awaiting Business Rates decision</td></tr><tr><td>1.1 Two Ridings</td><td>£</td><td>65.84</td><td></td></tr><tr><td>1.2 NYCC Cllrs</td><td>£</td><td>1,032.00</td><td>Awaiting completion of electrical work</td></tr><tr><td>1.3 NYCC Covid</td><td>£</td><td>947.14</td><td>Awaiting full re-open of Shed to order supplies</td></tr><tr><td>1.4 Warbuton</td><td>£</td><td>400.00</td><td>Awaiting full re-open of Shed before buying Lathe</td></tr><tr><td></td><td></td><td><u>£ 2,594.07</u></td><td></td></tr></table>	NYCC	£	149.09	Awaiting Business Rates decision	1.1 Two Ridings	£	65.84		1.2 NYCC Cllrs	£	1,032.00	Awaiting completion of electrical work	1.3 NYCC Covid	£	947.14	Awaiting full re-open of Shed to order supplies	1.4 Warbuton	£	400.00	Awaiting full re-open of Shed before buying Lathe			<u>£ 2,594.07</u>	
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#### **BANK RECONCILIATION**

	<b>Community Direct +</b>	<b>Select Depsit A/C</b>	<b>Total</b>
<b>Balance as at 1 april 2020</b>	£ 1,103.00	£ -	£ 1,103.00
Receipts 2020-21	£ 4,233.10		£ 4,233.10
Transfers In		£ 1,100.00	£ 1,100.00
	<b>£ 5,336.10</b>	<b>£ 1,100.00</b>	<b>£ 6,436.10</b>
Payments 2020-21	£ 2,145.82		£ 2,145.82
Transfer out	£ 1,100.00		£ 1,100.00
	<b>£ 3,245.82</b>	<b>£ -</b>	<b>£ 3,245.82</b>
<b>Balance as at 31 March 2021</b>	<b>£ 2,090.28</b>	<b>£ 1,100.00</b>	<b>£ 3,190.28</b>

#### **INDEPENDENT EXAMINER'S REPORT**

I have examined the accounts of the Nidderdale and Pateley Bridge Men's Shed C.I.O. for the year ending 31 March 2021 and believe the accounts to be a true statement of the affairs of the charity as revealed in the books and documents submitted to me.

I have not conducted an audit and consequently I do not express an audit opinion on the accounts.

JM Carruthers

Dated: