



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	APRIL	2021		31	March	2022

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		Membership nominates,
2	Kevin Murgatroyd		From 16/07/21 to date	votes & appoints at the AGM
3	Dr Mike Beer	Non-member trustee		
4	Roger Newson Smith	Chairman		
5	David Craggs		From 16/07/21 to date	
6				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

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.

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 are 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 adopted and review as we continue to grow in number and as we obtain additional equipment/tools that require risk assessments and user training.

During this reporting year the Steering Group members have all attended and passed the St John's "Emergency First Aid at Work" course, certification of which lasts for three years. Trustees continue to take part in various on-line training as appropriate, including financial and governance provided by Community First Yorkshire or their partners and webinars by the UK Men's Shed Association.

We are now registered as "Operational" with the UK Men's Shed Association (UKMSA) and have formed relationships with a growing number of other Sheds locally.

Ongoing support is provided by Community First Yorkshire (CFY),

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.

In April 2021 prior to fully occupying our new venue we carried out a major risk assessment in line with the Government's and the H&S Exec. "Covid-19 Re-opening of venues" guidance procedures and template. Throughout the year to end of March 2022 we have complied fully with all the various changes in the Government guidance and continue to take advice from the UKMSA, CFY and other agencies such as ACRE.

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 is a mandatory item on the quarterly Trustees' meeting.

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 two mornings a week 09:30 – 13:00 to work on personal and group projects as members wished.
- During the first half of the year, members concentrated on refurbishing the internal layout from a Pre-school Nursery into a workshop with a range of work benches, storage, and the slow installation of machinery as we obtained suitable grants.
- In addition to inside, the priority for the Steering Group was the external repair and redecoration of the three huts on the site as required by our lease with North Yorkshire County Council (NYCC). This took around six months to complete as grants allowed.
- This year we continued our promotional activities with several articles, some front page, in the Nidderdale Herald our local paper and speaking on BBC Radio York. Pateley Shed featured in News videos on Harrogate's The Stray Ferret website, and on in-house social media for NYCC and Brierley Homes who have worked with us over the year on subjects such as "World Mental Health Day" and "Time to Talk".
- We completed 16 Bird Boxes and in March started 16 Bug Hotels for a housing development in Pateley Bridge, ordered and funded by Brierley Homes as part of their own Community Engagement programme.
- During the year we have continued to support the Nidderdale Plus Community Hub by doing maintenance and small jobs

Section C

Objectives and activities

for them including, fitting out their new Community Shop in Pateley High Street.

By end of March 2022 membership has grown from five to 18 men, of whom around 10 will regularly attend at least one of the weekly sessions thereby benefiting from the charity's existence.

Talking to members show they are feeling less isolated, with friendships growing and as a group we are becoming more active in the wider community. All this 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).

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)

Section C	Objectives and activities
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <input type="checkbox"/> policy on grantmaking; <input type="checkbox"/> policy programme related investment; <input type="checkbox"/> contribution made by volunteers. 	<p>All activities associated with the running, management, and output of the Pateley Shed is solely through the volunteering of members, there are no paid staff within the charity.</p> <p>Members give freely of their time, abilities and past experience of admin & book keeping, grant applications, stock control, health & safety etc. to making a humble cuppa and being available to listen.</p>
Section D	Achievements and performance

Section C	Objectives and activities
<p>Summary of the main achievements of the charity during the year</p>	<p>As summarised above in Section C:</p> <ul style="list-style-type: none"> □ Increased membership from five to 18 despite a difficult year of “on and off” Covid-19 lock downs. □ Continued to grow our number of Face Book followers and launched a basic website – www.pateleyshed.org.uk. during the year. □ Held our first “face to face” members’ AGM and filed the 2020-21 Accounts and Trustees’ Annual Report all within the recommended Charity Commission guidelines. □ Continued to place articles and letters in the local newspaper to raise public awareness of the charity; featured on BBC Radio York, The Stray Ferret and on in-house social media for NYCC and other companies. □ During this reporting year we have also been successful in obtaining the following grants: <p><u>Stonebridge Homes – Community Grant</u></p> <p>May 2021 - £500 towards Sets of personal safety equipment e.g. googles & ear defenders plus Power Tools.</p> <p><u>Bettys & Taylors Group – Covid Community Fund</u></p> <p>July 2021 - £5,000 towards making a “Step Change” to becoming sustainable. This included Catering equipment, Marketing & Promotional activities and support with IT and Utility costs over three years.</p> <p><u>Two Ridings Community Foundation - The Local Fund, Harrogate District</u></p> <p>August 2021 - £1,000 towards Workshop machinery, hand power tools plus “small parts” storage solutions.</p> <p><u>Leeds Building Society Foundation</u></p> <p>November 2021 - £532 towards sets of hand tools and small, fine detail power tools specifically for Carpentry projects.</p> <p><u>Harrogate & Craven (NYCC) Suicide Prevention programme</u></p> <p>January 2022 - £1,257 towards Woodworking hand tools and materials plus a Mini-fridge and a contribution to refreshment supplies for the duration of the grant programme.</p>

Brief statement of the charity's policy on reserves

As of year-end 31 March 2022 our Reserves (i.e., unrestricted funds) stood at £4,222.

At the July 2021 AGM the members approved a proposal to build up to at least six months' worth of Overheads (£1,650).

In response to one of our sub-tenants paying their rent erratically and falling into arrears, members agreed that we should build up our reserves so that we could pay our rent (£2,400 p.a.) independently, if possible, of the rent we received from our two sub-tenants. Our current lease ends March 2024 so reserves of around £4,000 will contribute to this policy during the remaining lease period.

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.

Sources of finance are annual membership fees, and we continue to apply for appropriate grants from both regionally and nationally – as in Sect. D above.

In addition, in this financial year we have earned £742 income from small projects - charging for materials and labour at £10 an hour - regardless of the number of men involved.

Our receipts in this financial year 1 April 2021 – 31 March 2022 were £13,982 of which £8,289 was from successful grant applications.

Expenditure is in line with the charity's objectives and our tenancy conditions as can be seen from our accounts which will be filed with the Charity Commission and HMRC in due course.

Payments during the year were £11,322 with the majority on items supported by our grants or required by our lease such as:

- a) Tools & Machinery = £3,293
- b) Office, Training & IT = £1,871
- c) Property Repairs & Improvements = £1,857

Investment policy not applicable at present

Section F

Other optional information

Other Information

The Pateley Shed is situated in what was a former Youth Centre run by NYCC, then became a Pre-school nursery before becoming workshops. Our site address is :

Former Youth Centre
Rear of St Cuthbert's C of E primary school
Off King Street Workshops
King Street, Pateley Bridge HG3 5LE

Areas like Nidderdale can present unique challenges for local people and these are disproportionately 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.

The workshop facilities and friendships built in our "Pateley Shed" do 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 Sheds operating in the UK plus 150 in development regularly attended by over 13,000 "Shedders" (Source - UK Men's Shed Association).

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	April 2022	

RECEIPTS & PAYMENTS ACCOUNTS - Year Ending 31 March 2022

	NOTES		
		as @ 31 March 2022	2020 - 21
RECEIPTS - RECEIVED TO DATE			
SUB TENANT RENT & ELECTRIC	£ 3,500.00		
ANNUAL MEMBERSHIP	£ 610	£	225
SESSION DONATIONS	£ -		
SALES OF WORK	£ -		
INCOME FROM PROJECTS	£ 742	£	54
DONATIONS	£ 358	£	24
GRANTS & FUNDING	1 £ 8,289	£	3,900
FUND RAISING ACTIVITIES	£ -		
BANK INTEREST	£ 0		
DIVIDENDS	£ -		
CREDITS & ADJUSTMENTS	2 £ 440	£	-
OTHER INCOME	3 £ 522	£	-
TOTAL	£ 13,982	£	4,233
Receipts Due To Date			
	£ 14,462		
Outstanding Receipts still due to date			
	4 -£ 480		

PAYMENTS - MADE TO DATE

EQUIPMENT & MACHINERY	5 £ 1,373	£	-
TOOLS & ACCESSORIES	5 £ 1,920	£	342
H-S & PP EQUIPMENT	£ 300	£	74
PROJECT & WORK MATERIALS	£ 789	£	97
MISC. FIXINGS HARDWARE ETC	£ 266	£	49
PAINTS & FINISHES	£ -	£	-
ELECTRICITY	£ 812	£	-
GAS	£ -	£	-
WATER	£ 245	£	-
PROPERTY REPAIRS & MTCE	£ 1,110	£	68
PROPERTY IMPROVEMENTS	£ 747	£	-
RENT & COUNCIL TAX	£ -	£	-
CLEANING and HYGIENE	£ 132	£	53
INSURANCE	£ 324	£	-
LICENCES SUBSCRIPTIONS	£ 245	£	24
ADVERTISING-MARKETING	£ 294	£	15
FUND RAISING COSTS	£ -	£	-
STATIONERY, OFFICE & TRAINING	£ 1,238	£	19
IT & PHONE COSTS	5 £ 633	£	-
REFRESHMENTS & HOSPITALITY	6 £ 466	£	-
SUNDRY & MISC ITEMS	7 £ 159	£	55
BANK CHARGES TRANSFERS, & ADJUSTMENTS	£ 143	£	-
LEGAL AND COMPLIANCE & OTHER FEES	£ 125	£	1,350
TOTAL	£ 11,322	£	2,146
Payments Due To Be Made To Date			
	£ 11,322		
Outstanding Payments still to make			
	£ -		

SURPLUS (-DEFICIT) FOR YEAR **£ 2,660** **£ 2,087**

CAPITAL: **£ 5,850** **£ 3,190**

BALANCE AS AT 31 MAR 2021

REPRESENTED BY:

CO-OP BANK COMMUNITY DIRECTPLUS **£ 1,951** **£ 2,090**

SELECT DEPOSIT A/C 8953 **£ 3,900** **£ 1,100**

A/C 8953 - Unrestricted Funds **8 £ 4,222** **£ 596**

Restricted Funds from Grants **£ 1,628** **£ 2,594**