

Trustees' annual report (including Directors' report) for the period

From: 1st April 2021

To: 31st March 2022

Charity name: **Holme Valley Climate Action Partnership**

Charity registration number: 1190733

Objectives and activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>The object of the CIO, for the public benefit, is the promotion of the conservation, protection and improvement of the physical and natural environment and promoting the prudent use of natural resources, in the Holme Valley and its environs, in South Kirklees, West Yorkshire, in particular by:</p> <ol style="list-style-type: none"> 1) promoting good practice and raising awareness and educating the public about the causes and impact of climate change and climate change actions; 2) acting as a recourse for community groups and initiatives to help and facilitate local climate action which will enable the community to adapt to and mitigate the adverse impacts of climate change; and 3) promoting the study and research into the causes and impacts of climate change and making the useful results available within the community and beyond. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>The Trustees have been establishing the charity operations by publicising our actions, developing relationships with local community organisations and businesses, and bidding for funding with them. A number of climate action projects have been funded and supported in the period. The Trustees have also been developing our organisation, its policies and procedures, and addressing our governance needs.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p>The Trustees have had due regard to the guidance issued by the Charity Commission regarding public benefit.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|------------------------|----------------|--|
| Policy on grant making | Para 1.38 | |

Trustees' annual report (including Directors' report) for the period

From: 1st April 2021

To: 31st March 2022

Charity name: **Holme Valley Climate Action Partnership**

Charity registration number: 1190733

| | | |
|--|-----------|--|
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and performance

| | | |
|---|-----------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | The Trustees have been raising awareness locally in the Holme Valley about the charity and the need for climate action, developing relationships with local organisations to promote their climate action, and bidding for project funding with them. A number of local climate action projects have been funded and/or supported during the period. |
|---|-----------|--|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Financial review

| | | |
|---|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | During the year, the Trustees received an income of £9,378 , with £10,188 expenditure. Fund balance at the end of year was £22,242 including funds brought forward from previous year. The unrestricted funds held at the end of year were £14,027 . |
|---|-----------|--|

Trustees' annual report (including Directors' report) for the period

From: 1st April 2021

To: 31st March 2022

Charity name: **Holme Valley Climate Action Partnership**

Charity registration number: 1190733

| | | |
|--|-----------|--|
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The Trustees policy is to hold sufficient reserves to cover its recurrent cost for at least 3 months |
| Amount of reserves held | Para 1.22 | At 31 March 2022, no specific level of reserves were held, but the unrestricted funds available amounted to £14,027. |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | |
| Other | | |

Structure, governance and management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document: for example, trust deed, memorandum and articles of association etc | Para 1.25 | CIO Foundation model constitution as registered with Charity Commission |
| How is the charity constituted? for example limited company, unincorporated association, CIO | Para 1.25 | CIO – Charitable Incorporated Organisation |

Trustees' annual report (including Directors' report) for the period

From: 1st April 2021

To: 31st March 2022

Charity name: **Holme Valley Climate Action Partnership**

Charity registration number: **1190733**

| | | |
|---|-----------|--|
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The five founder Trustees including the two ex-officio trustees were confirmed as appointed by Management Board at the first Board meeting on 15 th September 2020. Further Trustees have been appointed by the Management Board. |
|---|-----------|--|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and administrative details

| | |
|-----------------------------|---|
| Charity name | Holme Valley Climate Action Partnership Ltd |
| Other name the charity uses | HVCAP CIO |
| Registered charity number | 1190733 |
| Charity's principal address | Overbrook House, Holt Lane, Holmfirth HD93BW |

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 | Frances Bennett | Chair | | Management Board |
| 2 | John Queening | Secretary/Acting Treasurer | | Management Board |
| 3 | Trevor Doherty | Treasurer | Resigned 30 th June 2022 | Management Board |
| 4 | Moses Crook | | | Management Board |
| 5 | Greta Bradley | | | Management Board |
| 6 | Peter Van Ruiten | Vice-Chair | | Management Board |
| 7 | Alison Morgan | | Resigned 18 th June 2022 | Management Board |

Trustees' annual report (including Directors' report) for the period

From: 1st April 2021

To: 31st March 2022

Charity name: **Holme Valley Climate Action Partnership**

Charity registration number: 1190733

| | | | | |
|----|--|--|--|--|
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |

Corporate trustees – names of the directors at the date the report was approved

| Director name | |
|---------------|--|
| N/A | |
| | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |
|--------------|-----------------------------------|
| N/A | |
| | |

Funds held as custodian trustees on behalf of others

| | |
|---|-----|
| Description of the assets held in this capacity | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Trustees' annual report (including Directors' report) for the period

From: 1st April 2021

To: 31st March 2022

Charity name: **Holme Valley Climate Action Partnership**

Charity registration number: 1190733

Names and addresses of advisers (optional information)

| Type of adviser | Name | Address |
|-----------------|--------------|--------------------------------|
| Banking | Triodos Bank | Deanery Road, Bristol BS1 5AS. |
| | | |

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

| |
|--|
| |
|--|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|

Other optional information

| |
|--|
| |
|--|

Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

| | | |
|--|---|---|
| Signature(s) |  |  |
| Full name(s) | Peter Van Ruiten | John Greening |
| Position (for example Secretary, Chair, etc) | Vice-Chair | Secretary/ Acting Treasurer |

1. HVCAP was established in September 2020, and has prepared a Statement of Financial Activities (SOFA) for the Financial year FY2021-22 to 31 March 2022 and a Balance Sheet at that date.
2. During the year, HVCAP received income of **£9,378**, broken down as follows:

| | |
|--|---------------|
| <i>Unrestricted funds:</i> | |
| Grants – from TNL Together for the Planet fund | £6,500 |
| Donations | £0 |
| Interest | £13 |
| Gift Aid | £2512 |
| Sales – Staff time services to partners | £354 |
| Total | £9,378 |
| <i>Restricted Funds:</i> | |
| | £0 |
| Total Income | £9,378 |

3. During the year, expenditure was **£10,188**, broken down as follows:

| | |
|---|----------------|
| <i>Unrestricted funds:</i> | |
| Staff costs - salaries etc – for p/t Development Worker | £5,129 |
| Room hire | £130 |
| Office & administration | £90 |
| Bank charges | £4 |
| Total | £5,353 |
| <i>Restricted Funds:</i> | |
| Contractors: | |
| – Land use project work | £2,495 |
| – Energy audits of community buildings | £2,340 |
| Total | £4,835 |
| Total Expenditure | £10,188 |

4. Fund balance at 31st March 2022, including funds carried forward from FY2020-22 was **£22, 242**
5. At 31 March 2022, no specific level of reserves were held, but the unrestricted funds available amounted to **£14,027**.

HOLME VALLEY CLIMATE ACTION PARTNERSHIP

Statement of Financial Activities

(including summary income and expenditure account)
for the 12 months to 31 March 2022 - FY2021-22

| | 2022 | 2022 | 2022 | 2022 Analysis | | Previous year | 2021 | 2021 |
|-------------------------------|--------------|------------|--------|---------------------|---------|---------------|------------|--------|
| | Unrestricted | Restricted | Total | Restricted Projects | | Unrestricted | Restricted | Total |
| | Funds | Funds | Funds | Land Use | Energy | Funds | Funds | Funds |
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Income from: | | | | | | | | |
| Grants | 6,500 | - | 6,500 | - | - | - | 13,050 | 13,050 |
| Donations | - | - | - | - | - | 10,000 | - | 10,000 |
| Gift Aid | 2,512 | - | 2,512 | - | - | - | - | - |
| Sales and fees | 354 | - | 354 | - | - | - | - | - |
| Bank interest | 13 | - | 13 | - | - | 2 | - | 2 |
| Total income | 9,378 | - | 9,378 | - | - | 10,002 | 13,050 | 23,052 |
| Expenditure on: | | | | | | | | |
| Salaries NICs and pensions | 5,129 | - | 5,129 | - | - | - | - | - |
| Contractors | - | 4,835 | 4,835 | 2,495 | 2,340 | - | - | - |
| Health and safety | - | - | - | - | - | - | - | - |
| Phone and broadband | - | - | - | - | - | - | - | - |
| Insurance | - | - | - | - | - | - | - | - |
| Marketing and publicity | - | - | - | - | - | - | - | - |
| Room and venue hire | 130 | - | 130 | - | - | - | - | - |
| Grants and donations | - | - | - | - | - | - | - | - |
| Office and administration | 90 | - | 90 | - | - | - | - | - |
| Materials and resources | - | - | - | - | - | - | - | - |
| IT software and licences | - | - | - | - | - | - | - | - |
| Memberships and subscriptions | - | - | - | - | - | - | - | - |
| Independent examination | - | - | - | - | - | - | - | - |
| Depreciation | - | - | - | - | - | - | - | - |
| Bank charges | 4 | - | 4 | - | - | 0 | - | - |
| Professional fees | - | - | - | - | - | - | - | - |
| Total expenditure | 5,353 | 4,835 | 10,188 | 2,495 | 2,340 | 0 | - | - |
| Net income / (expenditure) | 4,025 | (4,835) | (810) | (2,495) | (2,340) | 10,002 | 13,050 | 23,052 |
| Transfers between funds | - | - | - | - | - | - | - | - |
| Net movement in funds | 4,025 | (4,835) | (810) | (2,495) | (2,340) | 10,002 | 13,050 | 23,052 |
| Fund balances brought forward | 10,002 | 13,050 | 23,052 | 10,550 | 2,500 | - | - | - |
| Fund balances carried forward | 14,027 | 8,215 | 22,242 | 8,055 | 160 | 10,002 | 13,050 | 23,052 |

Signed  Director Date 25th January 2023
Peter Van Ruiten

Signed  Director Date 25th January 2023
John Queening

HOLME VALLEY CLIMATE ACTION PARTNERSHIP

Balance sheet

as at 31 Mar 2022 - FY 2021-22

| | 2022 | 2022 | 2022 |
|---|--------------|------------|--------|
| | Unrestricted | Restricted | Total |
| | £ | £ | £ |
| Fixed assets | | | |
| Tangible assets | - | - | - |
| Total fixed assets | - | - | - |
| Current assets | | | |
| Debtors and prepayments | - | - | - |
| Cash at bank and in hand | 14,027 | 8,215 | 22,242 |
| Total current assets | 14,027 | 8,215 | 22,242 |
| Current liabilities: | | | |
| amounts falling due within one year | | | |
| Creditors and accruals | - | - | - |
| Total current liabilities | - | - | - |
| Net current assets / (liabilities) | 14,027 | 8,215 | 22,242 |
| Net assets | 14,027 | 8,215 | 22,242 |
| Funds | | | |
| Unrestricted funds per SOFA | 14,027 | - | 14,027 |
| Restricted funds per SOFA | - | 8,215 | 8,215 |
| Total funds per SOFA | 14,027 | 8,215 | 22,242 |
| Share capital | - | - | - |
| Total funds | 14,027 | 8,215 | 22,242 |

Signed  Director
Peter Van Ruiten

Date 25th January 2023

Signed  Director
John Queening

Date 25th January 2023

Previous year

as at 31 Mar 2021

| | 2021 | 2021 | 2021 |
|---|--------------|------------|--------|
| | Unrestricted | Restricted | Total |
| | £ | £ | £ |
| Fixed assets | | | |
| Tangible assets | - | - | - |
| Total fixed assets | - | - | - |
| Current assets | | | |
| Debtors and prepayments | - | - | - |
| Cash at bank and in hand | 10,002 | 13,050 | 23,052 |
| Total current assets | 10,002 | 13,050 | 23,052 |
| Current liabilities: | | | |
| amounts falling due within one year | | | |
| Creditors and accruals | - | - | - |
| Total current liabilities | - | - | - |
| Net current assets / (liabilities) | 10,002 | 13,050 | 23,052 |
| Net assets | 10,002 | 13,050 | 23,052 |
| Funds | | | |
| Unrestricted funds per SOFA | 10,002 | - | 10,002 |
| Restricted funds per SOFA | - | 13,050 | 13,050 |
| Total funds per SOFA | 10,002 | 13,050 | 23,052 |
| Share capital | - | - | - |
| Total funds | 10,002 | 13,050 | 23,052 |