

Pocklington Community Trust CIO

Report and Accounts
Period ended 31st March 2025

Registered Charity No 1209112

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For the period ended 31st March 2025**

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**Trustees Annual Report
For the Period Ended 31st March 2025**

The Trustees present their report with the financial statements of Pocklington Community Trust, a Charitable Incorporated Organisation, for the period ending 31st March 2025.

The financial statements comply with the Charities Act 2011, the Constitution and Charity Commission Guidance for Charities preparing their accounts on the Receipts and Payments basis.

Reference and Administrative Details of the Charity, its Trustees and Advisers

<u>Name of charity:</u>	Pocklington Community Trust
<u>Charity Registration Number:</u>	1209112
<u>Organisation Type:</u>	Charitable Incorporated Organisation
<u>Registered Address:</u>	Burnby Hall 33 The Balk Pocklington East Yorkshire YO42 2QF

Trustees:

Names of Trustees who served during the year were as follows:

Chair Patrick John (appointed 15th July 2024)
Pam Powell (appointed 15th July 2024)
Robert Fisk (appointed 15th July 2024)
Robin Belder (appointed 20th January 2025)
Karen Fisk (appointed 6th February 2025)

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Structure, Governance and Management

Governing Document:

Pocklington Community Trust is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission on 15th July 2024 and governed by its Constitution (foundation structure).

Recruitment and appointment of Trustees

The charity trustees manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. New Trustees are appointed by the current Trustee Board at a meeting of the Trustees. In selecting individuals for appointment as charity Trustees, the current charity Trustees have regard to the skills, knowledge and experience needed for the effective administration of the charity.

The only people eligible to be members of the CIO are its charity trustees. Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

Any person who retires as a charity Trustee is eligible for reappointment. The Constitution states that there must be at least 3 charity Trustees, and the maximum number of charity Trustees is 12.

Trustee Induction:

New Trustees undergo an induction. The induction includes a discussion about the role and responsibilities of Trustees, the activities, aims and objectives of the charity, the structure of the organisation, board of Trustees, general procedures of the organisation. New Trustees are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, and the latest statutory Trustees Annual Report and financial statements.

Organisational Structure:

Pocklington Community Trust is a Charitable Incorporated Organisation Foundation structure. This means that the only voting members are the Charity Trustees.

The board of Trustees have overall responsibility for the Charity. Trustees are aware that any conflict of interest is declared and minuted. The board holds meetings at least 4 times per year.

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In the event the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Risk Management:

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. All systems and procedures are reviewed regularly to ensure they meet charity law, and our own organisations aims and objectives.

Objectives and Activities

Pocklington Community Trust objects are:

To further or benefit the residents of Pocklington and surrounding Parish, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education, art and heritage and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power: To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Summary of main activities

The Pocklington Community Trust CIO has been established to manage Burnby Hall as a Community Centre on behalf of the people of Pocklington.

On completion of the community asset transfer from East riding of Yorkshire Council (ERYC) to Pocklington Town Council the building will then be leased to the Pocklington Community Trust.

Following the transfer, Burnby Hall will close for extensive renovation and repair work. During the period of refurbishment Pocklington Community Trust will keep the Community Hall open for hire.

As of the 31st of March 2025, leasing arrangements have not been finalised. Since the 1st October 2024 the CIO has operated the community hall on behalf of P

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Public Benefit Statement

The trustees confirm that they have complied with the duty, contained in Section 17 of the Charities Act 2011, to have due regard to the guidance on public benefit issued by the Charity Commission. The charitable purpose of the charity within the meaning of the act is contained within its objectives stated above.

Main objectives for the following year:

In developing our objectives and activities for the coming year, the Trustees have considered the Charity Commission's guidance on public benefit.

The main objectives for 2025/26 are:

Following the finalisation of the lease, which is anticipated to be concluded in April 2025, to establish a Community Centre within Burnby Hall, providing meeting space and office accommodation to serve a wide variety of community interest groups and enterprise start-ups, who would otherwise struggle to find a place to undertake their activities at an affordable cost within the town.

A range of offices, meeting rooms, classrooms, a suite of consulting rooms with waiting area and a kitchen will be available to hire. A new conference/lecture room will also be created.

Burnby Hall will also offer a permanent home to a number of local charities, including a Food Bank and Archaeological Museum showcasing local finds of national and international significance. The museum would also become an important educational and research resource for the Yorkshire region.

Burnby Hall is in a poor state of repair and will require substantial work to create a safe and accessible place to work or visit. The refurbishment work to meet current building, fire, and disability access regulations to enable multiple occupancy of the property, will begin on completion of the lease. Indicative costs for the work are circa £610,000.

Pocklington Community Trust is working in partnership with Pocklington Town Council to secure the necessary funding to complete the building refurbishment. The Trust plan a phased redevelopment and reopening of Burnby Hall. The pace of reopening will be governed by access to funding. Until the lease is concluded, the Trust is unable to apply for major capital grant funding.

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Achievements and Performance

Review of Activities 2024/25

The Pocklington Community Trust board of Trustees is satisfied that in 2024/25:

- Our work reflected our aims.
- Our resources were well managed.

The charity was registered on 15th July 2024 with an accounting period end of 31st March. The CIO commenced operations on the 1st of October 2024.

ERYC vacated Burnby Hall and ceased managing the community hall on 30th September 2024. Delays in finalising the 125- year lease documentation to Pocklington Town Council and subsequent sub-leasing to Pocklington Community Trust, has meant that to keep the community hall open, the charity has operated the community hall on behalf of the Town Council, under licence from ERYC, throughout the financial reporting period.

The charity has quickly increased community use of the hall following the introduction of a new hire tariff, website and an on-line booking system, that have made the hall more affordable and accessible to all. By halving hire charges, bookings have increased fourfold. The volunteer booking team provide friendly and responsive support to new hirers. The improved customer service has helped to drive the rapid increase in bookings hours.

Enhancements to the hall's functionality and operational capabilities planned for 2025 will enable it to be a more flexible and well-equipped venue for a wider range of activities. Additional marketing and promotional activity, in conjunction with increased community engagement and new hall signage will ensure greater awareness and help drive further growth.

Thanks to the generosity of local businesses, new energy efficient LED lighting was installed in the community hall during December 2024 and audio-visual equipment supplied during January 2025. In addition to the donations in kind, the charity has at the end of March, in anticipation of the leasing arrangements being concluded in April, launched a public appeal to raise grant match funding for the refurbishment of Burnby Hall and the adjoining community hall.

The charity has also entered into negotiations with two other local charities, Pocklington Rugby in the Community and Dove

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In addition to the three founding trustees, two new trustees have been appointed, and fifteen volunteers have been recruited to help manage the running of the community hall.

Financial Review

Reserves Policy

As a newly established charity the Trustees plan and review the activities of the charity on a regular basis and ensure reserves held are at a consistent level to support current activities planned and future activities.

Financial regulations

The financial statements have been prepared on a Receipts and Payments basis in accordance with the Charities Act 2011 and Charity Commission Guidance. The accounting policies are set out on page 11 and comply with the Charity's Constitution.

Plans for Future periods

Please see main objectives for the following year.

Statement of Trustee's responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true picture of the transactions that have occurred in relation to the charity. The charity has prepared their accounts on the Receipts and Payments basis which is an acceptable format for a non-company charity with an income below £250,000.

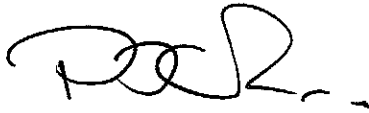
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Trustees Annual Report
For the Period Ended 31st March 2025**

Trustee Declaration

The Trustees declare that they have approved the Trustees Annual Report on 16th April 2025.

Signed on behalf of the charity's Trustees by



Patrick John
Chair of the board of Trustees



Robert Fisk
Treasurer of the board of Trustees

Receipts and Payment Accounts
For the period ending 31st March 2025

	Notes	2024/5 Unrestricted Funds £	2024/5 Restricted Funds £	2024/5 Total Funds £
RECEIPTS	1			
Donations		631	-	631
Grants - Pocklington Town Council		300	-	300
Community Hall Room Hire		7,137	-	7,137
Investment Income		-	-	-
Gift Aid		-	-	-
		<u>8,068</u>	<u>-</u>	<u>8,068</u>
PAYMENTS				
External Signage		333	-	333
Website and Email annual hosting costs		260	-	260
Hall booking system annual licence		120	-	120
Regulatory Costs - ICO registration fee		35	-	35
Subscriptions - ERVHN membership		50	-	50
Printing cost - donation campaign leaflets		210	-	210
		<u>1,008</u>	<u>-</u>	<u>1,008</u>
Net Surplus/(deficit) for the period before transfers		7,060	-	7,060
Transfers between Funds		-	-	-
Net Surplus/(deficit) for the period		<u>7,060</u>	<u>-</u>	<u>7,060</u>

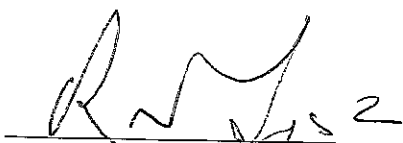
Statement of Assets and Liabilities
As at 31st March 2025

Monetary Assets	2024/5
Current Account	£
Savings Account	6,859
PayPal Account	-
Total Monetary Assets	201
	<u>7,060</u>
Comprising:	
Unrestricted Funds - General Fund	7,060
Restricted Funds	-
	<u>7,060</u>
Non Monetary Assets and Liabilities	
Fixed Assets	
External Signage - at historic cost	333
LED Lighting for community hall - estimated cost	1,300
Sound system for community hall- estimated cost	250
	<u>1,883</u>
Debtors	
Gift Aid due	68
Easyfundraising due	96
	<u>164</u>
Creditors	
Payments received for April room hire	670
	<u>670</u>

These financial statements were approved by the board of Trustees on 16th April 2025 and signed on its behalf by:



Patrick John, Trustee (Chair)



**Notes to the Financial Statements
For the Period Ended 31st March 2025**

1. These accounts are prepared on a receipts and payments basis, with all revenue and expenses shown on a cash basis. Non-monetary assets and liabilities are shown at either historic cost or as an estimate of value at the end of the year. The charity is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.
2. The CIO has a single fund: an unrestricted General Fund.
3. The CIO had no outstanding guarantees to third parties nor any debts secured on the assets of the CIO
4. No remuneration was paid to any trustees during the reporting period.