

# Selby Community Trust

## Annual Report 2021-2022

### **A1. Reference and Administrative Details, its Trustees and Advisors**

Charity Name: Selby Community Trust

Registered Charity Number: 523830

#### **For the Financial Year 1 April 2021 to 31 March 2022**

Charity's Principal Address:

Selby Community Trust

Town Hall

York Street

Selby

YO8 4AJ

#### **Names of Charity Trustees**

Ms Melanie Davis, Selby Town Council – (Chair)

Mrs J Shaw-Wright, Selby Town Council (Resigned May 2021)

Keith Franks, Selby Town Council (From May 2021)

Mr F Matthews, Selby Town Council

Ms Samantha Loring, Royal British Legion

Mr Mike Dugher, Environment Agency (Vice Chair)

Ms Sue Andrew, Selby Town Council

Mr John Cattanach, Selby Vision

Mr S Dunkley, Selby Town Council (From May 2021)

#### **Advisors**

Selby Community Trust's legal advisor is:

Darren Norgate

Crombie Wilkinson Solicitors

19 Clifford Street

YORK, YO1 9RP

The Trust's banker is:

Virgin Money (following their takeover of Yorkshire Bank)

46 Coney Street

York

YO1 9NQ

The Trust's Auditor is:

Mrs J Bennett

Yorkshire Internal Audit Services

Jasper Cottage

Sessay

Thirsk

YO7 3BE

### **A2. Structure, Governance and Management**

The Charity's Governing Document is a Deed of Trust dated 7 January 1947

This is supplemented by a Scheme made by the Charity Commissioners for

England and Wales dated 19 July 2002. In February 2018 an amendment to the Scheme was approved by the Charity Commission under S280 of the Charities Act and the Fuller Life Afternoon Group was removed as a Trustee and Selby District Vision was appointed a Trustee.

The Trustees consist of:

- Five persons nominated by Selby Town Council and,
- Four persons from local charitable and other interested organisations.

Currently these local organisations are:

- Royal British Legion (the land is War Memorial land)
- Environment Agency
- Selby Vision

These last three organisations represent various ages of town residents and users of the Community Centre.

Trustees are nominated for a four-year period.

### **A3. Financial Review**

Our charity continued to be affected by the Covid-19 pandemic. But some of our Groups began again during late 2021. Our Playgroup regular user started to run its regular sessions and a number have returned to those pre-Covid. Income from our regular and casual users has continued to affect our income for this year. We also lost one of our long-term users which led to a considerable loss of income.

Selby Community Trust has a Permanent Endowment Fund of £235,000 which was paid to the Trust in compensation by Selby District Council as part of the compulsory purchase of Trust-owned land in 1987. The Trust has Charity Commission consent to hold £150,000 of that sum in permanent trust and to apply the remaining £85,000 as it deems necessary in the maintenance of the Trust owned assets.

The Trust has continued to work towards seeking alternative funding for improvements and repairs and to develop a better understanding of where we fit into the market and who we should be targeting to increase letting opportunities.

The Trust is once again grateful to Selby Town Council for a reduction in our normal administration charge for the services they provide to the Trust.

Land rentals from other users of the site are monitored and reviewed on a 3 yearly basis.

The Solar panels installed on the roof of the Community Centre as part of the Feed-in-Tariff scheme provided an income of £ 2042.00 for the financial year of 2021-2022.

An annual budget is set before the start of each financial year and monitored against actual expenditure through the year. This monitoring includes a detailed breakdown of each budget heading, frequency of lettings, monitoring of voids and discussion about how to ensure the Centre is used to as near capacity as possible to increase income.

Annual expenditure is reviewed and monitored at the quarterly meetings throughout the year to ensure efficient use of resources.

Trustees agree the level of payment due to the Town Council each year and also determine the level of hire charges for the Community Centre annually.

Trustees review the investment of the endowment fund on a regular basis to ensure the best income within a general rule of prudence and limited risk.

Trustees are mindful that in order to attract some funding for improvements we need to provide match funding for some grants particularly those with an environmental focus. Trustees believe that this is funding well invested if it allows the additional funding to maintain and enhance our existing assets.

### **B1 Objectives and Activities of the Charity**

The object of the Charity is, in the interest of social welfare, to improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of:

- a community centre for use by the inhabitants including use for:
  - meetings, lectures and classes; and
  - other forms of recreation and leisure-time occupation.
- a recreation ground for use by the inhabitants; and
- an open space for the benefit of the inhabitants including the community pond
- a community woodland site at Bondgate which has been planted with many trees to provide a current and future asset for the community

### **B2 Achievements and Performance**

#### Community Centre

The Community Centre continues to grow by local community Groups following the restrictions of the pandemic. There are over 22 organisations that regularly use the building, and income is steady. The Community Centre continues to receive support from Selby Town Council.

#### Community Land

The play area continues to be well used and supported by local families. The outside play area provided much needed exercise and relaxation during the pandemic. Some of the equipment is now a bit tired so we are investigating some suitable replacements. The new climbing nets for older children has proved popular and we would like to expand the range of equipment for older children who are poorly served elsewhere in the town. A basketball net has also been re-sited on the bottom field away from a more residential area where its use was causing some nuisance.

#### Wildlife Pond

The pond was again cleared of overgrown bulrushes and funding was received from Selby Town Council. The Community Volunteers were appointed to clear away the overgrown bulrushes and this will be an annual expense if we are to keep the pond free from overgrowth of the reed mace.

#### Bondgate Land

We have continued to monitor the trees and the planned thinning of the trees by Groundwork was delayed due to Covid but will be carried out as soon as

possible. The wet area towards the back of the site developed to encourage wildlife and allow birdwatching has been completed and we hope this will encourage even more people to use the land. We receive good feedback about this amenity land from the community and to respond to suggestions for improvements. There have been some issues around Ash tree die-back which we are monitoring, and which may lead to removal of some diseased trees.

## **C1 Additional Reference and Administrative Information**

### **Managing Officer**

The day-to-day management and running of the Trust's assets is carried out by the Town Council Clerk.

## **C2 Structure, Governance and Management**

Trustees are given the opportunity for training on the responsibilities of becoming a trustee following the recommendations of the Charity Commission.

Trustees attend quarterly meetings, and the AGM is held in October each year. Appropriate and prudent financial procedures are in place to facilitate the smooth day to day running of the Trust's assets and all budgeted expenditure is reported to the Trustees at the next available meeting.

Matters requiring decision between meetings, and outside the agreed delegation are dealt with in consultation with and the approval of the Chair of the Trustees. The Town Clerk who also acts as Clerk to the Trustees is delegated to authorise work necessary to the maintenance of the Trust owned building and land.

## **Proposed Works for 2022/23**

### **1. Development of the Community Centre**

- To continue to maximise income from lettings of rooms at the Community Centre by holding regular open days to give the local community the opportunity to see the facilities available.
- Having secured £50,000 from the District Council the Trust will ensure the installation of a lift to allow access to the first floor of the building which will greatly increase our potential letting space
- The Trust would like to thank the District Council for this generous donation which will aid our viability moving forward
- To continue to seek additional funding to increase the use of sustainable energy within the premises which will lead to savings in utility costs.
- To seek additional funding for improvements for the existing play area and the provision of other play and exercise equipment on our land
- To improve the level of lettings of the Centre by investigating other markets particularly the upper floor once the lift is in place
- To improve the marketing and lettings procedure and seek alternative ways for users to access the building by the use of key-coded entry, automatic alarm setting etc.

### **2. Community Centre Land**

- Usage of some of the land is limited due to water levels and the fact that the bottom part of the field is designated as flood relief land. However, Trustees will continue to investigate any appropriate usage particularly when this increases income.

### **3. Community Pond**

- The Pond-continues to hold Site of Importance for Nature Conservation (SINC) status.

### **4. Land at Bondgate**

- To continue to work with Groundwork and local school children to develop the area and encourage its use for future generations

### **Declaration**

**The Trustees have approved the Annual Report above at their meeting held on 10<sup>th</sup> October 2022**

**Signature:** *M Davis*

**Date:** *10/10/22.*

**Full Name: Melanie Davis**

**Position: Chair of Selby Community Trust**

**YORKSHIRE INTERNAL AUDIT SERVICES  
JASPER COTTAGE, SESSAY, THIRSK, NORTH YORKSHIRE YO7 3BE  
TELEPHONE 01845 501660**

Mrs G Bell  
Clerk to Selby Community Trust  
Town Hall  
York Street  
Selby  
North Yorkshire  
YO8 4AJ

Dear Mrs Bell

**To the Chairman and Trustees of Selby Community Trust  
Independent Examination for the Financial Year ending 31 March 2022**

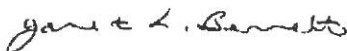
I am pleased to inform you that I have carried out the independent examination of the Trust in accordance with the Charity Commission directions and I can confirm that nothing has come to my attention which would lead me to conclude that the requirements had not been met.

I have enclosed the Independent Examiners Report for 2021/22 and a copy of the accounts-examined.

There are no matters to bring to the attention of the Trust. Some matters were discussed with the Clerk during the examination and action agreed where necessary.

I would like to thank the Clerk to the Trust for her assistance during the examination.

Yours sincerely



JL Bennett  
26 August 2022

PARTNERS ~ KC Stephenson      Tel: 0113 2585610  
   RF Entwistle      Tel: 01845 501660  
PRINCIPAL AUDITOR ~ Mrs JL Bennett      Tel: 01924 671829



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

SELBY COMMUNITY TRUST

On accounts for the year  
ended

31 MARCH 2022

Charity no  
(if any)

523830

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Janet L. Bennett*

Date:

26 September 2022

Name:

JANET L. BENNETT

Relevant professional  
qualification(s) or body

FMAAT

(If any):	
Address:	4 GREEN LANE CLOSE, OVERTON
	WAKEFIELD
	WEST YORKSHIRE WF4 4SE

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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# SELBY COMMUNITY TRUST

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## Accounts Report 2021/22

Account 1	31 March 21	31 March 22
<b>Receipts</b>		
Rents - Medical Centre + O2	9,883.70	9,633.70
Room Booking Fees	10,000.50	28,761.75
Other / Grants Received	19,588.58	21.00
Rebates	2,005.63	2,042.13
Woodland Income	-	490.64
<b>Total</b>	<b>41,478.61</b>	<b>40,949.22</b>
Bank Interest Acct 1		25.39
<b>Total inc Bank Interest</b>	<b>41,478.61</b>	<b>40,974.61</b>
<b>Payments</b>		
Administration	14,805.43	29,086.78
Caretaking	313.30	563.88
Services & Utilities	9,085.69	2,803.20
Gas		3,566.53
Electric		1,717.02
Misc	9.99	460.20
Grounds Maintenance	275.00	173.03
Renovations and Improvement	653.95	1,237.33
Annual Maint and Servicing	2,826.32	2,261.48
Bondgate Woodland		490.64
<b>Total</b>	<b>27,969.68</b>	<b>42,360.09</b>
Bank Charges Acct 1		-
<b>Total inc Bank Charges</b>	<b>27,969.68</b>	<b>42,360.09</b>

Account 2	31 March 21	31 March 22
<b>Receipts</b>		
Solar Rebate from Acct 1		
Grant Received Account 2		
CCLA Dividend Received	£ 4,427.66	4,518.70
Insurance Claim (Fence)	£ 690.00	
Interest Acct 2		41.64
<b>Total</b>	<b>5,117.66</b>	<b>4,560.34</b>
<b>Payments Acct 2</b>		
Improve/Renovations	£ 14,061.20	£ 3,987.00
<b>Total</b>	<b>£ 14,061.20</b>	<b>£ 3,987.00</b>

Cumulative Fund Balance	31 March 21	31 March 22
<b>Accounts 1, 2 and Investment</b>		
Balance B/fwd	279,392.19	284,487.88
Total receipts Acct 1 inc interest	41,478.61	40,974.61
Dividend from CCLA	4,427.66	4,518.70
Other Receipts Acct 2	690.00	-
Bank Interest Acct 2	-	41.64
<b>Sub Total</b>	<b>325,988.46</b>	<b>330,022.83</b>
Less payments Acct 1 inc charges	27,969.68	42,360.09
Less payments Acct 2	14,061.20	3,987.00
Teachers B.S (Interest received 20/21)	116.83	60.56
Charity Bank (Interest received 20/21)	413.47	172.70
<b>Balance C/fwd</b>	<b>284,487.88</b>	<b>283,909.00</b>

Bank Accounts 1 & 2 and Investment	31 March 21	31 March 22
Balance at bank Acct 1	45,631.66	53,663.20
Balance at bank Acct 2	86,706.04	87,279.38
Funds to be banked Acct 1	-	-
CCLA Investment (restricted funds)	100,000.00	100,000.00
Charity Bank	32,045.31	32,218.01
Teachers Building Society	20,187.85	20,248.41
<b>BALANCE</b>	<b>284,570.86</b>	<b>283,409.00</b>
u/p cheques / BACS	62.98	9,500.00
<b>Bank Bal less u/p cheques</b>	<b>284,487.88</b>	<b>283,909.00</b>

Party Cash Summary	
Balance B/Fwd 2020/21	£ 50.00
Expenditure 2021/22	£ 26.49
Income 2021/22	£
<b>Balance</b>	<b>£ 23.51</b>

