

Selby Community Trust

Annual Report 2022-23

A1. Reference and Administrative Details, its Trustees and Advisors

Charity Name: Selby Community Trust

Registered Charity Number: 523830

For the Financial Year 1 April 2022 to 31 March 2023

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)

Mr Keith Franks, Selby Town Council

Mr Fred 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 Cattnach, Selby Vision (Resigned Oct 2022)

Mr S Dunkley, Selby Town Council (Resigned July 2022)

Mr T Beharrell, Local Friends of the Earth group

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

Northern Internal Audit Services

4 Green Lane Close

Overton

Wakefield

WF4 4SE

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,
- Three persons from local charitable and other interested organisations.(One vacancy)

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 recover from the Covid-19 pandemic. Income from our regular and casual users has continued to improve this year. A number of statutory organisations, including local schools and colleges, have become regular users.

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 £ 2,260.91 for the financial year of 2022-2023.

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

Use of the Community Centre continues to grow by local community Groups and local organisations. 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. Funding was secured from the District Council which enabled a lift to be installed to allow access to the first floor. This has increased the letting of the attic space.

The Community Centre was built in 1980 and Trustees have for some time kept its condition under annual review. Each year we have to carry out various repairs and refurbishment due to wear and tear and changing needs of our users. We therefore commissioned a measured and basic condition survey which has now been completed. This revealed some urgent work which was needed and also outlined other work which would be needed in future. Trustees also discussed changes to the building which should increase its viability and offer more user-friendly space in line with current needs of the community. Trustees have agreed to fund a full feasibility study to enable us to then look for substantial funding to improve and enlarge the available letting space. We are currently investigating further sources of funding for this work which will need sums of between £250,000 and £500,000 depending on work undertaken.

Community Land

The play area continues to be well used and supported by local families. The play area is to be refurbished in the current financial year. 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. Trustees continue to investigate alternative ways of restricting the growth of the reedmace but this is difficult without use of chemicals which may put our SINC (Site of Importance for Nature Conservation) status at risk.

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 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 2023/24

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.
- 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 now 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
- To continue to seek capital funding to enlarge and improve the Centre

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 23rd October 2023

Signature: 

Date: 23/10/23

Full Name: Melanie Davis

Position: Chair of Selby Community Trust

NORTHERN INTERNAL AUDIT SERVICES
4 GREEN LANE CLOSE, OVERTON, WAKEFIELD, WEST YORKSHIRE, WF4 4SE
TELEPHONE 07748050318

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 2023**

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 2022/23 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
7 September 2023

NORTHERN INTERNAL AUDIT SERVICES is the trading name of Mrs Janet L Bennett



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity name SELBY COMMUNITY TRUST

On accounts for the year
ended

31 MARCH 2023

Charity no
(if any)

523830

Set out on pages

1

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023

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:

7 September 2023

Name:

JANET L. BENNETT

Relevant professional
qualification(s) or body

FMAAT

(if any):

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Address:

4 GREEN LANE CLOSE, OVERTON

WAKEFIELD

WEST YORKSHIRE WF4 4SE

Section B

Disclosure

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

Accounts Report 2022/23

Account 1	31 March 22	31 March 23
Receipts		
Rents - Medical Centre + O2	9,633.70	9,633.70
Room Booking Fees	28,761.75	32,062.00
Repaid from Acc 2	21.00	
Rebates	2,042.13	2,311.73
Woodland Income	490.64	-
Total	40,949.22	44,007.43
Bank Interest Acct 1	25.39	872.06
Total Inc Bank Interest	40,974.61	44,879.49
Payments		
Administration	29,086.78	29,188.68
Caretaking	563.88	441.04
Services & Utilities	2,803.20	2,601.67
Gas	3,566.53	7,472.27
Electric	1,717.02	1,853.00
Misc	460.20	-
Grounds Maintenance	173.03	19.98
Renovations and Improvement	1,237.33	730.60
Annual Maint and Servicing	2,261.48	2,797.42
Bondgate Woodland	490.64	-
Total	42,360.09	45,104.66
Total Inc Bank Charges	42,360.09	45,104.66

Account 2	31 March 22	31 March 23
Receipts		
Solar Rebate from Acct 1		
Grant Received Account 2		
CCLA Dividend Received	£ 4,518.70	4,609.71
Grant Received Account 2		51,700.00
Interest Acct 2	£ 41.64	2,010.84
Total	4,560.34	58,320.55
Payments Acct 2		
Improve/Renovations	£ 3,987.00	£ 45,396.09
Total	£ 3,987.00	£ 45,396.09

Cumulative Fund Balance	31 March 22	31 March 23
Accounts 1, 2 and Investment		
Balance B/fwd	284,487.88	283,909.00
Total receipts Acct 1 inc interest	40,974.61	44,879.49
Dividend from CCLA	4,518.70	4,609.71
Other Receipts Acct 2	-	51,700.00
Bank Interest Acct 2	41.64	2,010.84
Sub Total	330,022.83	387,109.04
Less payments Acct 1 inc charges	42,360.09	45,104.66
Less payments Acct 2	3,987.00	45,396.09
Teachers B.S (Interest received 20/21)	60.56	141.39
Charity Bank (Interest received 20/21)	172.70	151.42
Balance C/fwd	283,909.00	296,901.10

Bank Accounts 1 & 2 and Investment		
	31 March 22	31 March 23
Balance at bank Acct 1	53,663.20	43,938.03
Balance at bank Acct 2	87,279.38	100,203.84
Funds to be banked Acct 1	-	-
	-	-
CCLA Investment (restricted funds)	100,000.00	100,000.00
Charity Bank	32,218.01	32,369.43
Teachers Building Society	20,248.41	20,389.80
BALANCE	293,409.00	296,901.10
u/p cheques	9,500.00	
Bank Bal less u/p cheques	283,909.00	296,901.10

Petty Cash Summary	
Balance B/Fwd 2021/22	£ 23.51
Expenditure 2022/23	£ 7.38
Income 2022/23	£ -
Balance	£ 16.13