



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	April	2020		31	March	2021

Section A Reference and administration details

Charity name SHERBURN IN ELMET COMMUNITY TRUST

Other names charity is known by

Registered charity number (if any) 1166770

Charity's principal address SHERBURN & VILLAGES COMMUNITY LIBRARY

FINKLE HILL

SHERBURN IN ELMET

Postcode LS25 6EA

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	P Doherty	Chair		Trustee Resolution
2	K Packham	Treasurer		Trustee Resolution
3	H Elderkin		from 26.10.20	Trustee Resolution
4	A Hodgson			Trustee Resolution
5	K Sibson	Vice Chair		Trustee Resolution
6	G Limbert			Trustee Resolution
7	A Potts	Secretary		Trustee Resolution
8	L Wake		to 11.6.20	Trustee Resolution
9	A Robertson			Trustee Resolution
10	A Christie		from 28.9.20 to 19.1.21	Trustee Resolution
11				
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by resolution

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 review of policies continued as scheduled with various updates and amendments approved.

The three-year plan for the development of the Trust was reviewed and updated in the light of Covid. There is an overarching Trust plan and separate plans for the Old Girl's School Community Centre, Community Library and Community Development.

Trustee induction procedure was reviewed and amended.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

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)

To further or benefit the residents of Sherburn in Elmet and the neighbourhood, 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 and 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.

All our charitable activities focus on improving conditions for residents and are undertaken to further our charitable purposes for the public benefit. All aspects of the Trust's work during 2020-21 were dominated by the Covid-19 crisis.

There are five strands to the work of the Trust:

1. Community Library.

The library provides a vital community asset to all ages with access to books and digital learning, but also access to council services and as an information and safe meeting place for Sherburn and nearby villages. Library opening was heavily restricted due to Covid-19, but the opportunity was taken to begin work on refurbishing the library while it was closed; this work is ongoing and will be completed in July 2021.

2. The Old Girls School

This provides a community centre for recreational, educational and social activities which will improve our health, well-being and skills base and reduce social isolation. Like the library, the community centre was closed for a significant part of the year and operated under Covid restrictions when it was open.

3. Community Development

The Trust received a grant from the Parish Council which has enabled it to employ a Community Development Manager (CDM) who provides the knowledge and support to ensure that local projects and community spirit continue to flourish. Issue 12 of Sherburn Informer was produced by the CDM and completed the grant which had been provided by Sherburn Parish Council for the production of this community publication. The CDM takes all the bookings and handles the administration of the Community Minibus.

However the impact of Covid-19 meant that most of the CDM's time in 2020-21 was spent coordinating and supervising the community response to the crisis (see also item 5 below).

The Trust have been involved in the Sherburn Revitalisation Project, part of which is a plan for "An appealing village centre".

4. Youth Provision

The Trust have repurposed a grant which has been paid to the Parish Council for the provision of youth facilities as part of the refurbishment of the rugby club. Building works were completed in October 2020 and the aim is to provide a youth hub that will be a safe and supervised space for young people who are vulnerable to both engaging in ASB and being potential victims.

5. Coronavirus

The Covid-19 crisis led to the formation of Sherburn Coronavirus Aid Group (SCAG) in March 2020 and the Community Trust stepped in and agreed to be the responsible body and provide banking and accounting facilities. Following a request from North Yorkshire County Council, the Community Trust also agreed to be the Community Support Organisation (CSO) who provide support and advice to all local Covid support groups (i.e. Sherburn and surrounding villages).

The Old Girls School Community Centre was used as an

operating hub and call centre for SCAG and the CSO. Shopping and other urgent supplies (including prescriptions) were provided for vulnerable residents. Help and support for local residents was being provided up to and beyond 31st March 2021.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

The Trust are very grateful to the volunteers whose help and enthusiasm has been invaluable. The 60+ volunteers who run the library are absolutely indispensable – without them the library would have to close. At the Old Girls School, the Friends, the Management group and the Cinema group have all played important roles in ensuring that this much loved building has been running successfully.

The great community spirit in Sherburn was evidenced by the 70+ people who volunteered to help Sherburn Coronavirus Aid Group.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Community Library

- Successful grant applications have ensured that the library has not gone over budget.
- In the autumn of 2020, the library was awarded a 'Highly Commended' status from North Yorkshire County Council Library Services.
- Anthony McGowan, an author (writing for adults, young adults and children) who was brought up in Sherburn donated £500 to us, his local library.
- While it was closed the opportunity was taken to begin work on refurbishing the library; this work is ongoing and will be completed in July 2021.

Old Girls School Community Centre

- Staff furloughed successfully using the government scheme.
- Covid support grants successfully applied for.
- Annual report submitted to the Big Lottery Fund and accepted by them.
- Wide range of activities including the Memory Café, Parish Nurses, Citizens Advice Bureau and also activity sessions for young people.
- Costs contained and successful grant applications have ensured that the Centre has not gone over budget.

Community Development

- Community Minibus bookings are managed by the CDM and she has helped ensure that this important service is run on a sustainable basis.
- Issue 12 of the Sherburn Informer was produced by the CDM and completed the grant which had been provided by Sherburn Parish Council for the production of this community publication.
- Information and advice regarding grants was provided to voluntary bodies and helped secure grants totalling over £125,000.
- A range of equipment (PPE etc) has been secured and to date, all local charities and organisations continue to operate/are sustainable despite the Covid-19 pandemic.

Youth Provision

- Funds of £11,000 granted by the Office of the Police and Crime Commissioner have been repurposed to help provide a youth hub at Eversley Park.

Coronavirus

- Community Trust agree to be the enabling body for Sherburn Coronavirus Aid Group (SCAG).
- Community Development Manager acts as coordinator for SCAG.
- Call centre for Sherburn residents operational throughout 2020-21.
- Second call centre opened on 30th March 2020 to coordinate the response in nearby villages and continues beyond 1st April 2021.
- Over 1500 tasks carried out for over 250 residents.

Brief statement of the charity's policy on reserves

The Trust had total bank reserves of £305,126 (2020 - £158,750) of which £102,932 (2020 - £25,500) are restricted reserves, £66,015 for The Old Girls School and £36,917 for the library and general account. The Reserves Policy was reviewed to ensure we have sufficient funds to cover any major building works for the Old Girls' School as it is a Victorian building for which we are wholly responsible under the terms of our lease. We also have funds to ensure we have at least 6 months operating costs.

Details of any funds materially in deficit

None

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.

The library continues to receive financial support from local parish councils.

Section F Other optional information

Future plans

The Covid-19 crisis which impacted towards the end of this period will dominate our plans for the immediate future. Our aim is to ensure that all our activities will survive this crisis and be able to support our community during this crisis and as we emerge from it.

The success of the CSO setup across North Yorkshire has led the County Council to propose its continuation in a non-Covid setting and the Trust have had some preliminary discussions about this possibility.

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)	Paul Doherty	
Position (eg Secretary, Chair, etc)	Chair	
Date		

CC16a

from

o

01/04/2020

31/03/2021

Unrestricted funds	Restricted funds	Endowment funds
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Last year

Total funds

Endowment

Restricted funds

3 to the nearest

to the nearest 2

[illegible]

A1 Receipts

AZ Asset and investment sales, (see table).						
Sub total	-	-	-	-	-	-

A2 Asset and investment sales, (see table).

(see table).

Sub total

Total receipts

240,228	-	-	240,228	129,965
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A3 Payments

[illegible]

A4 Asset and investment purchases, (see table)	
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purchases, (see table)

Sub total

Total payments

Net of receipts/(payments)

A5 Transfers between funds

Cash funds this year end

93,851	-	-	93,851	81,927
146,377	-	-	146,377	48,038
77,432	77,432	-	-	-
133,249	25,500	-	158,749	110,711
202,194	102,932	-	305,126	158,749

Section B Statement of assets and liabilities at the end of the period

Categories

B1 Cash funds

Bank accounts

Details

Total cash funds

(agree balances with receipts and payments account(s))

Unrestricted funds
202,194
-
-
202,194

Unrestricted funds

Unrestricted funds

to nearest £

Restricted funds
102,932
-
-
102,932

Restricted funds

Restricted funds

to nearest £

Endowment funds
-
-
-
-

Endowment funds

Endowment funds

to nearest £

B2 Other monetary assets

Details

Unrestricted funds

to nearest £

Restricted funds

to nearest £

Endowment funds

to nearest £

B3 Investment assets

Details

Fund to which asset belongs

to nearest £

Cost (optional)

to nearest £

Current value

(optional)

B4 Assets retained for the charity's own use

Details

Fund to which asset belongs

to nearest £

Cost (optional)

to nearest £

Current value

(optional)

B5 Liabilities

Details

Fund to which liability relates

to nearest £

Amount due

(optional)

When due

(optional)

Signed by one or two trustees on behalf of all the trustees

CCXX R2 accounts (SS)

10

P. Doherty

Signature

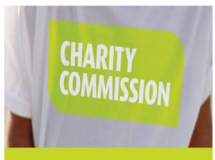
P. Doherty

Print Name

Date of approval

20.9.2021

13/09/2021



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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)	Paul Doherty	
Position (eg Secretary, Chair, etc)	Chair	
Date		