

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

From: 5<sup>th</sup> August 2020

To: 31<sup>st</sup> March 2021

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"> <li>1) promoting good practice and raising awareness and educating the public about the causes and impact of climate change and climate change actions;</li> <li>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</li> <li>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.</li> </ol>
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>Since being set up in August 2020, 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. Two climate action projects have been funded and supported in the period. The trustees have also been setting up 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	

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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	Since being set up in August 2020, the Trustees have been raising awareness about the charity and the need for climate action, developing relationships with local organisations to promote their climate action, and bidding for funding with them. Two climate action projects have been funded and support for them has commenced during the period.
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### 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 <b>£23,052</b> , with <b>£nil</b> expenditure.
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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 The Trustees intend to determine the appropriate level of reserves once HVCAP starts incurring expenditure during 2021-22.
Amount of reserves held	Para 1.22	At 31 March 2021, no specific level of reserves were held, but the unrestricted funds available amounted to £10,002.
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?	Para 1.25	CIO – Charitable Incorporated Organisation

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for example limited company, unincorporated association, CIO		
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 <sup>th</sup> September 2020. Further Trustees are as 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	<b>Holme Valley Climate Action Partnership Ltd</b>
Other name the charity uses	<b>HVCAP CIO</b>
Registered charity number	<b>1190733</b>
Charity's principal address	<b>Overbrook House, Holt Lane, Holmfirth HD93BW</b>

### 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		Management Board
3	Trevor Doherty	Treasurer	Appointed 22/07/2021	Management Board
4	Moses Crook		Appointed 01/12/2020	Management Board

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5	Greta Bradley	Ex-officio Trustee as Chair of HoTT		Management Board
6	Peter Van Ruiten			Management Board
7	Alison Morgan		Appointed 23/07/2021	Management Board
8	Paul Davies		Resigned 20/12/2020	Management Board
9	Richard Ashley		Resigned 20/05/2021	Management Board
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)

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## 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information



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## 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)	Frances Bennett	John Queening
Position (for example Secretary, Chair, etc)	Chair	Secretary

**Holme Valley Climate Action Partnership - HVCAP CIO**  
**Financial Review year to 31 March 2021**

1. HVCAP was established in September 2020, and has prepared a Statement of Financial Activities to 31 March 2021 and a Balance Sheet at that date.
2. During the year, HVCAP received income of **£23,052**, broken down as follows:

<i>Unrestricted funds:</i>	
Donations	£10,000
Interest	£2
Total	<u>£10,002</u>
<i>Restricted Funds:</i>	
Holme Valley Parish Council Grants	£7,500
- Land mapping project £5,000	
- Building Energy audits £2,500	
One Community Foundation – BGCT Grant	£5,550
- Land Mapping £5,550	
Total	<u>£13,050</u>
<b>Total Income</b>	<b>£23,052</b>

3. During the year, expenditure was **£nil**.
4. At 31 March 2021, no specific level of reserves were held, but the unrestricted funds available amounted to **£10,002**. The Trustees intend determine the appropriate level of reserves once HVCAP starts incurring expenditure during 2021-2022.

**HOLME VALLEY CLIMATE ACTION PARTNERSHIP**

Statement of Financial Activities  
 (including summary income and expenditure account)  
 for the year ended 31 March 2021

Board approved 6th January 2022

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £
<b>Income from:</b>			
Grants and donations	10,000	13,050	23,050
Sales and fees	-	-	-
Bank interest	2	-	2
Total income	<u>10,002</u>	<u>13,050</u>	<u>23,052</u>
<b>Expenditure on:</b>			
Salaries NICs and pensions	-	-	-
Health and safety	-	-	-
Repairs and maintenance	-	-	-
Rent and rates	-	-	-
Utilities	-	-	-
Phone and broadband	-	-	-
Insurance	-	-	-
Marketing and publicity	-	-	-
Room and venue hire	-	-	-
Freelance workers	-	-	-
Grants and donations	-	-	-
Office and administration	-	-	-
Materials and resources	-	-	-
IT software and licences	-	-	-
Memberships and subscriptions	-	-	-
Cleaning	-	-	-
Independent examination	-	-	-
Depreciation	-	-	-
Bank charges	0	-	-
Professional fees	-	-	-
Total expenditure	<u>0</u>	<u>-</u>	<u>-</u>
Net income / (expenditure)	<u>10,002</u>	<u>13,050</u>	<u>23,052</u>
Transfers between funds	-	-	-
Net movement in funds	<u>10,002</u>	<u>13,050</u>	<u>23,052</u>
Fund balances brought forward	-	-	-
Fund balances carried forward	<u>10,002</u>	<u>13,050</u>	<u>23,052</u>

Signed:



[Director - Frances Bennett, Chair]

Date:

6th January 2022

Signed:



[Director - John Queeney, Secretary]

Date:

6th January 2022



## HOLME VALLEY CLIMATE ACTION PARTNERSHIP

Balance sheet  
as at 31 March 2021

Board approved 6th January 2022

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

Signed:



Date:

6th January 2022

[Director - Frances Bennett, Chair]

Signed:



Date:

6th January 2022

[Director - John Queening, Secretary]