

Annual General Meeting of the Burley in Wharfedale Community Trust

Minutes of meeting held at the Methodist Church Fellowship room on Tuesday 9th January 2024 at 7.30pm

Present: Duncan Ault (DA) Chairman, Andrew Wriglesworth (AW) Secretary, Nicola Swann (NS), Harvey Bosomworth (HB), Jan Edwards (JE) Sylvia Tilford (ST) Nick Turnbull (NT); Shirley Moffat (SM); Elaine Marsden (EM), Barbara Holden (BH), Robin Dearing (RD); Rachel Beverley-Stevenson (RB-S)

In attendance: Tim Johnson, Stephen Carruthers, Caroline Young, Chris Hill, Chrissie Smith, Chris Turner, Pauline Warnock

1. Apologies for absence

Trustees: Mark Elsworth (ME), Lorraine Hughes (LH); Sam Needham (SH),

2. Minutes of the meeting held 10th January 2023

These were noted and approved without amendment

3. Matters arising

It was noted that all matters arising would be covered in the Chairman's summary and Treasurers report

4. The Chairman's Summary for the year ended 30th September 2023, was received as follows: -

ORGANISATION:

- Registered charity and unlimited association (possible transfer to CIO being considered)
- Run by a committee of elected trustees (currently 16)
- Membership currently 890 and open to any individual or organisation interested in promoting the Charity. Membership is annual or lifetime
- 2022/23 ACHIEVEMENTS:
- Integration of BET and distribution of funds to schools/youth.
- Taken over overall responsibility for the Burley Summer Festival and Moor Run though this is run by a sub-committee.
- Fund and help organise the Christmas Lights and Christmas Markets
- Run the Annual Duck Race in the summer with the guides helping with teas.
- Maintain the pavilion and car park and help maintain and improve the playing fields for junior football and cricket.
- Assist with funding of several village organisations including the Scouts and Guides, Burley Trojans FC, Walkers are Welcome, Love Burley, Outreach youth work.
- Organising the litter picking initiative through the Wharfedale Wombles.

- New recycled plastic seats around the village for all to enjoy.
- New community village web site commissioned.
- Organising fund raising for the bike pump and balance bike tracks.
- Co-ordinated the production of new village info boards and walking path map.
- Organised the summer hanging baskets and tubs and war memorial tubs.
- Regular newsletters.

FUTURE PLANS

- Carry on with our regular events, litter picking and maintenance of pavilion, gardens and raised beds, hanging baskets and tubs, and the village pond.
- Continue with overall responsibility for 3 annual village events: Duck Race in June, Summer Festival in August and Christmas Lights and Markets in December
- Distribute funds from the Educational Trust to young people and their activities in the village including schools and youth and outreach provision
- Install the village information boards and walking information boards at 4 locations in and around the village.
- Help to improve walking and access around the village for all abilities and ages
- Continued support for the well-being, Men's Shed and other initiatives with funding.
- Pump track fund raising for the Recreation Ground with active assistance for the new pavilion in the Recreation Ground.
- Improve and maintain information on the new Community web site
- Improve security at the village pond with new security gates.
- To implement GDPR policies, including around privacy

THANK YOU'S

- Fellow trustees of BWCT,
- All volunteers who have helped with various Trust activities and initiatives and ensured that the Trust remains a vital part of Burley in Wharfedale village life.
- All other volunteers in the village.
- Other local organisations that have helped with events, activities and projects during the year
- Burley Parish Council, Shipley Community Chest and other funders
- Individual donors, businesses and our membership.
- Anybody forgotten.

5. Treasurers Report for the Financial year ended 30/9/2023 and Open discussion with members

In ME's absence this was delivered by DA.

Annual accounts – general overview

This year's annual accounts had again been prepared in the new format recommended by the Charities Commission.

As previously the accounts were prepared on a Receipts and Payments basis – i.e. Cash in and Cash out.

There is a distinction between restricted and unrestricted funds - restricted funds are those where the trustees have little or no leeway on how they are spent.

Designated funds are those that the trustees have set aside for a specific purpose but may be re-allocated at the trustees' discretion.

An example of a designated fund is the "Educational" fund where the trustees have decided that the assets transferred from the former Burley Educational Trust (BET) are to be used for similar purposes to those of the BET however, BWCT retains the right to re-allocate them if necessary.

During the year BWCT took overall responsibility for the Summer festival and most of the relevant income and expenditure is now included in the accounts.

As reported last year there is now no income or expenses relating to the Scalebor grounds, as this is now undertaken by another contractor. It was, however, decided to meet the Scalebor drainage costs of £4,426 in October 2023.

In terms of the actual numbers:-

At the end of the financial year the Trust held cash funds totalling £117,961 of which £2,019 was restricted and £24,847 are designated.

'Free funds' amounted to £81,870, with an additional £24,037 held for BET; £9,225 held for the Summer festival; £2,019 set aside in respect of the Corn Mill endowment; and £810 allocated to the Pump Track fund. It was also noted that the trustees had made potential spending commitments of £38,552 towards future projects out of the general cash funds (including £25,000 toward the Pump track fund)

Total Income for the year stood at £48,961. This included £7,602 investment income relating to BET. Membership receipts were lower than the previous year at £8,118 (though Gift aid of £2,550 was received after the year-end). Other significant sources of income had been Summer Festival income of £12,435 together with existing funds transferred from Burley Summer festival of £8,569; Scalebor Pavilion and grounds rent £2,832; Christmas Lights and market - £2,090, donations from Co-op Foundation of £1,982; other donations £1,222; returned grants £1,471; and other events such as the Duck Race (tickets) £1,662.

Total expenditure stood at £45,724. So, BWCT had achieved a small surplus of £3,237 over the 12-month period. Expenditure included; grants and other payments totalling £7,664; Christmas lights and market of £2,959; Burley Festival costs of £11,780; Hanging baskets and tubs £2,575; village noticeboards £1,200; insurance £1,603 (up from £1,158 in the previous year), Scalebor pavilion maintenance £2,699. Total donations/grants of £12,500 were made from the (designated) Educational fund, with £500 of this for an individual funding case.

DA asked that thanks be recorded to Tim Haskins for help in auditing the accounts and to ME for putting the accounts together.

The Accounts for the year ending 30th September were submitted on behalf of the Treasurer and approved unanimously by the Trustees present.

6. Election of Trustees.

The appointments of RB-S, RD and SN during the year were noted and confirmed. It was noted that HB, ADW and DA were all due to retire under the retirement by rotation rule in the constitution. All three had confirmed that they were happy to continue and were duly re-elected.

7. Election of Officers.

All existing officers i.e. DA (Chairman), AW (Secretary), ME (Treasurer); NT (membership secretary) and NS (Publicity Secretary) indicated their willingness to serve in these roles for the following year and were duly elected or re-elected,

8. AOB

Chris Hill mentioned in relation to the festival finances that once all relevant aspects were included, the festival had in fact broken even in Summer 2023.