



TRUSTEES REPORT

Charity Name: Hambleton Community Action

Registered charity number: 1164895

Principal address: Ground Floor Office Suite, 159 – 160 High Street, Northallerton, DL7 8JZ

Names of the charity trustees (at 31st March 2022)

Name

Michael Harvey, Chair
Sally Anderson, Vice Chair
David Walker, Treasurer
David Blades
Andy Powell
Tracy Rose
Steve Hadwin
Elizabeth Robson

Chief Officer

Liz Lockey

Independent examiners

TP Jones & Co LLP, First Floor, 23 Victoria Avenue, Harrogate, HG1 5RD

Bankers

Virgin Money, 35-37 High Row, Darlington DL3 7QT

Funds are also held with

Triodos Bank
Shawbrook Bank
Hampshire Trust Bank
Redwood Bank

Governing document

Constitution adopted by Trustees in October 2015, last amended 16th December 2015

How the charity is constituted

Charitable Incorporated Organisation

Charity trustee selection method

The Trustee Board is elected by members at the Annual General Meeting. The Trustee Board have the ability to co-opt persons to serve on the Board if any vacancies remain unfilled after the Annual General Meeting.

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

The objects of the CIO are:

To promote for the public benefit the efficiency and effectiveness of the voluntary sector in the District of Hambleton, North Yorkshire and surrounding areas in particular but not exclusively by:

- the provision of information, advice, education, training, services, resources and any other support;
- encouraging and supporting innovation and the meeting of new or unmet need;
- the promotion of charitable giving and volunteering.
- the promotion and delivery of services to assist in the advancement of education, the protection of mental and physical health and the relief of poverty, distress and sickness within the area of benefit.
- such other charitable objects as the trustees shall from time to time determine

Summary of the main activities in relation to these objects

When considering the aims, objectives and planned activities for the Organisation, the Trustees take account of the information contained in the Charity Commission's general guidance on public benefit. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set out.

Over the last twelve months, Hambleton Community Action has continued to provide a range of practical interventions that enable and encourage participation – socially, economically and within the community. Our innovative person-centred, strength-based approach underpins all our activities, and we see other charities increasingly adopt various aspects of this.

As the UK emerged from its third lockdown, we continued to provide our mix of long-established and pandemic-response services, aiming to support the re-ablement of those who wanted to increase their time away from the home, and the ongoing needs of those for whom the covid risk remained unacceptably high.

As ever, we would like to thank all our volunteers, whether paused or retired from volunteering, or continuing in the role, for the amazing contribution you all make to our communities. The staff team co-ordinates, but our volunteers deliver. Thank you all.

During the financial year 2021-2, we continued to operate as the Community Support Organisation for Northallerton, Bedale and surrounding areas as part of the county-wide pandemic response. Whilst providing broadly the same pandemic-specific services, we have gradually adapted these over the course of the year, as and when safe and legal to do so, with an increasing focus on re-ablement and recovery. We continued to offer:

- Practical support for people self-isolating or shielding during the pandemic, e.g. shopping, prescription deliveries, dog walking, jigsaw/book swaps
- Support for mental wellbeing through telephone friending, garden visits (when safe and legal to do so), support groups
- Re-ablement activities such as accompanied shopping, outdoor activities, practical and emotional support and guidance

Our core activities have continued to rebuild towards pre-pandemic levels, in some cases driven by the availability and access to other welfare/healthcare-type provision:

- Our community car scheme (covering Northallerton, Bedale and surrounding areas) had exceeded 65% of pre-pandemic journey numbers by the end of the year, although further increases are likely to depend on when face-to-face healthcare appointments and day care services fully resume.
- Home-visits and carers' respite sitting services have been taking place in person where both clients and volunteers prefer to meet face-to-face. Telephone friending remains available to those who prefer not to meet face-to-face.
- Support and social groups continue to be a significant part of our work in developing people's confidence and social connectedness. We were delighted to be able to resume our monthly craft sessions at Rivendale, and have introduced a similar programme for Abbeyfields' residents. We introduced a second women's group, and a bereavement friendship group (now known as the Tuesday Club).
- Our Wheels2Work moped loan scheme has been a lifeline to its clients during the last year, despite significant challenges in the supply chain affecting the availability of new mopeds and spare parts.
- Using some of the legacy generously left to Hambleton Community Action by our late trustee, June Darrah, we were able to expand our supported volunteering programme, an area of work that was very close to June's heart. Our Busy Buddies have restarted their monthly coffee afternoons in Richmond, and we have been able to restart and grow our Stepping Stones project, which provides support to people developing their employability skills through volunteering, either with HCA, or through HCA.

- We have also increased the options for training and support for our volunteers, including social events, scheme meetings, drops-ins, and monthly training sessions.
- To further our ambition to make the wellbeing benefits of volunteering accessible to all, we set up a regional Inclusive Volunteering Network which encourages sharing of best practice around volunteering, across Yorkshire.
- Outside of Hambleton Community Action direct service delivery, we have also provided hosting and leadership in the Hambleton & Richmondshire Mental Health Forum, the Hambleton and Richmondshire Rural Transport and Access Partnership, HarBus (Hambleton and Richmondshire Bus Users). We are a founding member and currently chair the Hambleton & Richmondshire VCS Leaders group which supports and encourages collaboration across the charity sector locally. In addition, we are part of the North Yorkshire and York Leadership Alliance for the three-year Community Mental Health Transformation Programme. Three staff members have supported staff in other charities as mentors.

A summary of the main achievements can be found in the Hambleton Community Action Impact Report 2021-22

We have also made some significant progress in terms of our organisational development and capacity building during the last year. Four young adults joined us through the government's Kickstart programme, allowing us to test out some new ways of working, and engaging a wider audience through increased social media presence. We also created and recruited to two completely new roles: firstly, a full-time Volunteering Support Officer enabling us to increase diversity both in terms of volunteering opportunities for people, and in terms of those who volunteer, as well as increasing our capacity to support existing and new volunteers; then, in January, we recruited a part-time Impacts Officer, who is collecting data and developing case studies to help us improve our existing services, highlight gaps or opportunities, and demonstrate the effectiveness of our approach and projects to funders.

Hambleton Community Action's Aims for 2022/23

- 1) We will continue to work collaboratively with other organisations to deliver for our communities
 - a. through our existing networks
 - b. by growing our networks
 - c. through our new partnership with Northallerton BID to develop the Love Northallerton Ambassadors scheme
 - d. providing support to elderly residents of Northallerton through funds provided by the Grace Gardner Trust
 - e. working with Community First Yorkshire and Carers Plus Yorkshire to develop and deliver "Let's talk the V-Word" – focusing on supportive and social volunteering, this is part of a wider programme in North Yorkshire funded by NHS Charities Together
- 2) We will maintain and grow those core services (described above) that have been helping local people for many years and are proven to have significant positive benefits for wellbeing and access to services
- 3) We will introduce a number of new projects, which have been developed through discussions with clients, partners, staff and volunteers, including:
 - a. Significant expansion of our Lottery-funded Let's Get Connected scheme (year one of four-year continuation funding)
 - b. Three interlinked Suicide Prevention interventions (one year project)
 - c. "By Your Side" – 18-month project providing practical/logistical/confidence-enhancing one-to-one support for people to get the most from healthcare/welfare appointments and applications; ensuring people have their voices heard, but without speaking for them
- 4) We will continue invest in volunteers and staff, providing appropriate opportunities for training and support, and further developing capacity within the organisation
- 5) We expect to continue operating as a Community Support Organisation until at least September 2022

Funders

In 2021/22 Hambleton Community Action was grateful for support from the following organisations:

- North Yorkshire County Council
- Hambleton District Council

- Richmondshire District Council
- The National Lottery (Reaching Communities)
- Children in Need
- Two Ridings Community Foundation
- The Rank Foundation
- National Association for Voluntary and Community Action
- & various donations

Financial Review

These accounts are presented as a consolidated record within which individual funds are classed as Unrestricted or Restricted.

Grants are recognised in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

At 31 March 2022 HCA had total assets of £381,575 (2021 -> £412,065). Within this figure HCA's unrestricted funds were £143,115 (2021 -> £152,065) with restricted funds £nil and designated funds of £238,460 (2021 -> £260,000). The designated fund was set up with receipts of £260,000 in 2021 from a legacy of the late Trustee June Darrah. During 2021/22 the final amount £9781.99 of this legacy was received and 31322.26 was spent.

Operationally, HCA continued to provide our existing services (with adaptations as indicated by our risk assessments) and focused on activities that enabled and re-enabled people in the local area resulting in a small operational surplus of £832 for the period.

HCA holds a Risk Management Register, which is reviewed at each meeting of the Board of Trustees, identifying key risks for the organisation and mitigating actions to reduce the likelihood and impact of these risks on the organisation.

Looking forward, the finances of HCA are likely to be affected by the transition to a unitary local authority, as several of our services are currently funded or part-funded by the current district councils which will cease to exist at the end of this financial year. In this respect, the Trustees receive regular reports to ensure the charity remains well placed to deliver its services and ensure that the reserves policy is fully met. HCA is also taking a proactive approach to maximising income and reducing expenditure.

Funds have been designated by the trustees to develop capacity within the organisation and support long-term projects that were of particular interest to June, over the course of three financial years

- Capacity building
 - scheduled updates and improvements to IT infrastructure and hardware, telephony
 - creation and support for Business Development Officer role
- Wheels2Work project
 - Ongoing support and redevelopment of the scheme to better align to the needs of our target client group
- Supported Volunteering project
 - Increased capacity to enable us to provide appropriate levels of support to all who want to volunteer
 - Supporting increased diversity of volunteers, and of volunteering opportunities

Policy on reserves

HCA aims to achieve sufficient free reserves (unrestricted funds not committed or invested in tangible fixed assets) which will:

- support those projects, and the general costs of the organisation, where expenditure is incurred before funding is reclaimed.
- finance the development of new activities to the stage where external funding can be obtained.
- provide time to seek new funding sources at a project's conclusion or facilitate restructuring of the organisation whilst meeting on-going obligations including staff redundancy payments.

As a guide, the Trustees have agreed that the free reserves held by HCA should be equivalent to approximately 6 months budgeted expenditure of unrestricted funds and this criteria was fully met by the accounts of the organisation at 31st March 2021.


At 31 March 2022 HCA held £143,115 unrestricted reserves.

Investment policy

HCA holds no investments and will not purchase or dispose of any investments without the approval of the Trustees. All funds are kept with Banks approved by the Trustees, with the aim of ensuring a balance between interest received and charges incurred on accounts. In this period HCA had accounts with Yorkshire Bank, Redwood Bank, Shawbrook Bank, Hampshire Trust Bank, Triodos Bank.

SIGNATURES

CHAIR:



DATE:

02 / 12 / 2022

TRUSTEE:



DATE:

7 / 12 / 2022

