

# Lyvennet Community Trust



**“everything under one roof”**

*Registered Office*

9-10 Stoneworks Garth

Crosby Ravensworth

Cumbria

CA10 3JE

Company Registration 06996964

Charity No. 1139327

[www.lyvennetcommunitytrust.org](http://www.lyvennetcommunitytrust.org)

# **9<sup>th</sup> Annual General Meeting**

**12<sup>th</sup> March 2020**

# Agenda

1. Introduction & Apologies
2. Minutes AGM – 19<sup>th</sup> February 2019
3. Chairman's Annual Report
4. Adoption of Annual Report
5. Treasurers Report + Financial Accounts
6. Adoption of Accounts to 31 Aug 2019
7. Appointment of Accountants 2019/20
8. Election of Trustees
9. The next 12 months
10. Any other Business
11. Date and Time for next meeting

# **Introduction and Apologies**

# Chairman's Report

**1<sup>st</sup> Sept 2018 to 31<sup>st</sup> August 2019**

# Current Trustees / Directors

David Graham

Chair

Cameron Smith

Treasurer

Joan Raine

Douglas Henderson

Stephen Holroyd

Roger Bird

Stuart Roberts

Co-Opted Trustees

Jill Winder

Karan Winder

# Lettings

## Rental properties

- All 10 rental properties had allocated tenants
- 1 Tenant change (no. 21)
- 48 week rent year
- 14 weeks void in Year (partially recovered)
- Rents increased w.e.f. 1<sup>st</sup> April 2019
  - RPI + 1% = 3.4%
  - In line with HCA guidelines
  - Service charge £0.50/week

# Eden Housing Association

**Our Partner providing Housing management**

- Rent collection
- Maintenance / repairs
- Tennant issues
- Housing allocation
- Trust revenue banking
- Professional advice

**LCT own + Control**



Service Level  
Agreement





# Tennant Survey – April 2019

## Eden Housing Association

- Taking everything into account, how satisfied or dissatisfied are you with the overall service provided by EHA? **74%**
- How satisfied are you with the information provided by EHA about their services and decisions? **72%**
- How satisfied are you with EHA contact arrangements **83%**
- Can you get hold of the right person at EHA easily? **81%**
- How satisfied are you with the helpfulness of staff at EHA? **72%**
- How satisfied are you with the time taken by EHA to deal with any issues raised? **64%**
- Do you feel listened to by EHA staff? **67%**
- Do you feel EHA are good at taking account of your views? **61%**

# Tenant Survey – April 2019

## Value for Money

- Overall, how satisfied are you with the quality of your home? **88%**
- How satisfied are you that rent represents good value for money? **86%**
- Knowledge of what is covered by rent? **81%**
- How satisfied are you with the house running cost (electricity / water / council tax)? **88%**
- How satisfied are you with the heating system? **81%**

# Tennant Survey – April 2019

## Repairs Service

- How satisfied are you with the repair reporting procedure? **69%**
- How satisfied were you with the professionalism of EHA staff? **74%**
- How satisfied were you with the system for arranging a convenient appointment time? **76%**
- How satisfied were you with trade's people arriving at the agreed time? **90%**
- How satisfied were you with the attitude of trade's people? **93%**
- How satisfied were you with the length of time taken to undertake the repair? **67%**
- Was dirt and mess kept to a minimum and cleared on completion of the works? **92%**
- How satisfied were you with the quality of work / repair? **74%**

# Tenant Survey – April 2019

## Neighbourhood

- How satisfied are you with the maintenance of grassed areas? **74%**
- Do you feel safe living in Stoneworks Garth? **93%**
- Overall how satisfied are you that Stoneworks Garth is a good place to live? **95%**

# Financing

## Charity Bank

### – Mortgage

- £675k over 25yrs from April 2016
- 2.75% above Bank of England base rate
- At 31 Aug 2019 balance £611,984
- Quarterly bank reconciliations being provided



# Insurance

## **Directors & Officers**

Royal Sun Alliance via NCLTN

£1m any one claim, £5m in year

## **Property**

Owners Liability £2m

£10m any one building including loss of rent and  
alternative accommodation

Landlords contents £115k

Residents Contents £10k

# Reporting

**All up to date**

- **Companies House**
- **Charity Commission**
- **Regulator Social Housing**

# Maintenance

- Re-insulation of external pipework from ASHP's
- New Air Source Heat Pump No. 21



# **Adoption of Annual Report**

# Treasurers Report



# Balance Sheet @ 31/08/19

		2019		2018	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	8		1,387,955		1,412,575
<b>Current assets</b>					
Debtors	9	390		530	
Cash at bank and in hand		2,945		7,237	
		<u>3,335</u>		<u>7,767</u>	
<b>Creditors: Amounts falling due within one year</b>	10	<u>(35,344)</u>		<u>(34,763)</u>	
<b>Net current liabilities</b>			<u>(32,009)</u>		<u>(26,996)</u>
<b>Total assets less current liabilities</b>			1,355,946		1,385,579
<b>Creditors: Amounts falling due after more than one year</b>	11		<u>(1,141,146)</u>		<u>(1,173,362)</u>
<b>Net assets</b>			<u>214,800</u>		<u>212,217</u>
<b>The funds of the charity:</b>					
<b>Unrestricted funds</b>					
Unrestricted income funds			<u>214,800</u>		<u>212,217</u>
<b>Total charity funds</b>			<u>214,800</u>		<u>212,217</u>

# Bank Balance @ 31/08/19

CBS	(Capital Account)	£946.87
Barclays	(Revenue Account)	£1,997.90
	Total	£2,944.77

# Income / Expenditure

## Income

Rent

**Balance**

£60,688

## Expenditure

Mortgage + Bank charges £40,455

Capital Costs £5,853

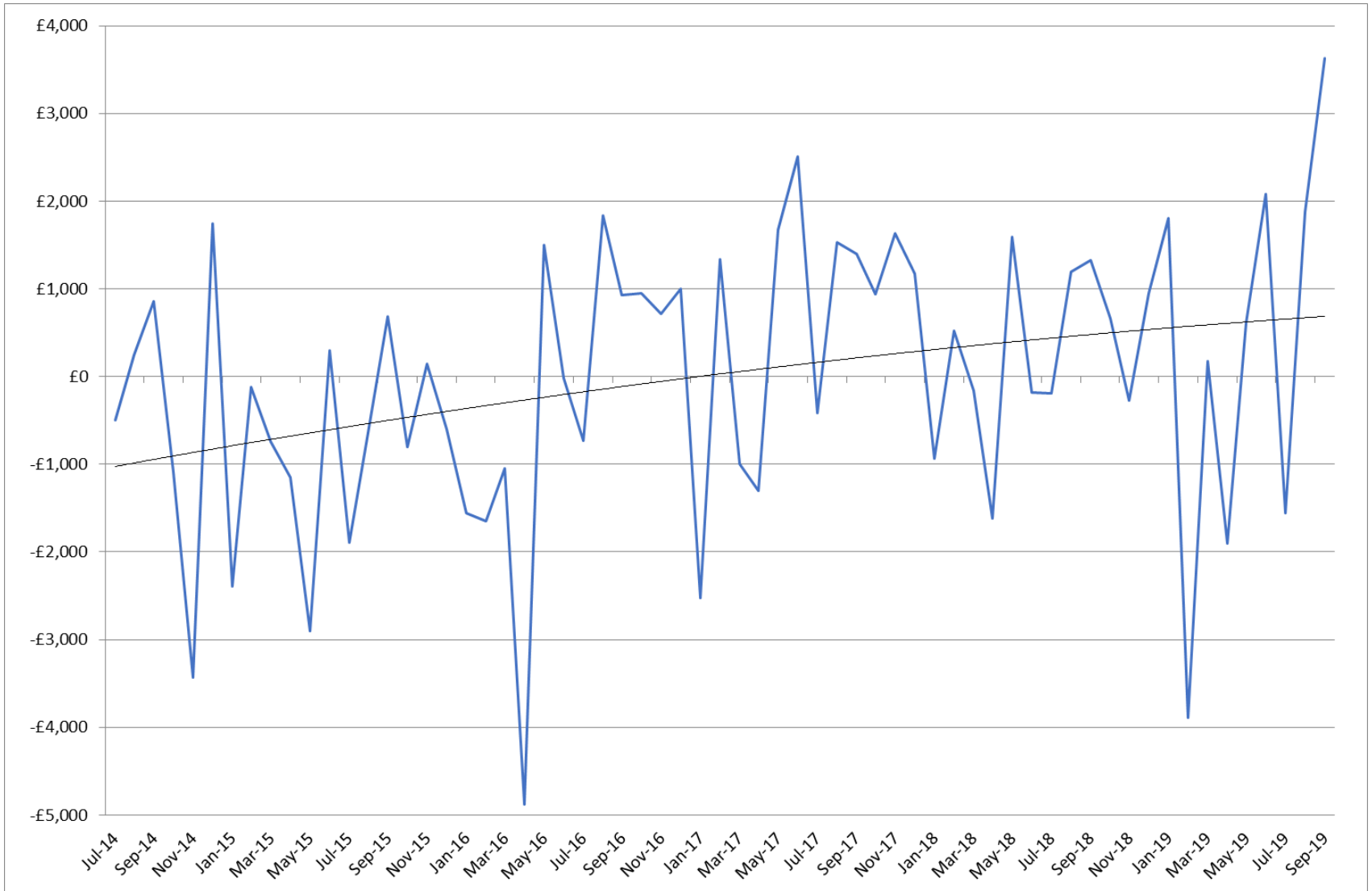
Maintenance £6,106

Management £12,564

(including Accountants, Eden HA + Insurance charges)

**(£4,290)**

# Profit / Loss by month



# **Adoption of Accounts**

# **Appointment of Accountants**

**Dodd & Co**



# Election of Trustees / Directors

- Trustees of the Charity + Directors of the Company
- Executive Committee of between 5 and 11
- AGM's  $\frac{1}{3}$ <sup>rd</sup> Trustees / Directors stand down
- Retiring Members of Executive eligible for re-appointment
- Trustees / Directors manages the business of the
  - Charity
  - Company
- Requirements laid out in
  - Trustee Code of Conduct
  - Trustee Director Role Description
- Only Members eligible to stand and vote

**Posts – Trustee / Director up to 11  
including Chair / Treasurer / Secretary**

# Trustees / Directors nominations

- Standing down
  - Cameron Smith
  - Stephen Holroyd
  - David Graham
- Nominations
  - Cameron Smith, Stephen Holroyd, David Graham
  - Karen Winder (Co-opted at last AGM)
  - Chair
  - Treasurer
  - Secretary

# The next 12 months

## Key issues

- Website update
- Partial external painting
- Replacement of sealant to windows and doors
- Warranty claim
  - No. 4 Roof
  - Render repairs (various properties)
  - Double glazing (various properties)

**Any Other Business**

**Next Meeting**

**To be Notified**