Lyvennet Community Trust

“everything under one roof”

Registered Office
Glebe House
Silver Street
Crosby Ravensworth
Cumbria
CA10 3JA

Company Registration 06996964
Charity No. 1139327

www.lyvennetcommunitytrust.org

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Annual General Meeting

21st February 2011

Agenda

1. Introduction and Apologies
2. Chairmans Annual Report
3. Adoption of Annual Report
4. Treasurers Report + Financial Accounts
5. Adoption of Accounts
6. Appointment of Accountants + Auditors
7. Election of Trustees
    1. Trustees
    2. Chair
    3. Treasurer
    4. Secretary
8. The Next 12 months
9. Any Other Business
10. Date and Time of next meeting

Introduction and Apologies

Chairmans Report

- Lyvennet Community Trust
- Registered Company - 6996964
- Limited by Guarantee
- Registered 20th August 2009

- Charity – 1139327
- 15th December 2010

CERTIFICATE OF INCORPORATION
OF A PRIVATE LIMITED COMPANY

Company No. 6996964

The Registrar of Companies for England and Wales hereby certifies that

LYVENNET COMMUNITY TRUST

is this day incorporated under the Companies Act 1985 as a private company and that the company is limited.

Given at Companies House, Cardiff, the 20th August 2009

REGISTRAR OF COMPANIES FOR ENGLAND AND WALES
THE OFFICIAL SEAL OF THE REGISTRAR OF COMPANIES

Companies House
for the record

The above information was communicated in non-legible form and authenticated by the Registrar of Companies under section 710A of the Companies Act 1985

Current Trustees / Directors

Annie Kindleysides
01931 715168
kindleysides@btinternet.com

David Graham
Chair
01931 715348
dmg@crosbyraven.freeserve.co.uk

Cameron Smith
Treasurer
01931 715375
cs@sheffieldandco.co.uk

Joan Raine
01931 715351
joan.raine@eden.gov.uk

Kitty Smith
01931 715375
kitty.s@virgin.net

Steve Holroyd
01931 715121

Susan Ferguson
01931 715336

Doug Henderson
01931 715656
doug@dha-management.co.uk

Roger Bird
01931 714248
Bird213@btinternet.com

Jill Winder
01931 715496

www.lyvennetcommunitytrust.org.uk

The Objects

The Objects of the LCT shall be to carry on on a not for profit basis for the benefit of the community primarily in the area of the Lyvennet Valley incorporating the parishes of Crosby Ravensworth and Kings Meaburn (the “ area of benefit)

- The provision of Social Housing and associated amenities for those in need by reason of financial hardship; and

- Such other charitable purposes as may be from time to time determined subject to prior written consent of the Charity Commission

Policies

Control + Management

- Trustee Code of Conduct
- Conflicts of Interest Policy
- Equal Opportunities Policy
- Data Protection Policy
- Trustee Director Role Description
- Financial Control Policy
- Reserves Policy
- Public Benefit Statement
- Repossession Policy

Key Documents

1. Setting the Scene 2010

1. Introduced the Lyvennet Valley + LCT
2. Detailed the Trust's Objectives
3. Strategic context

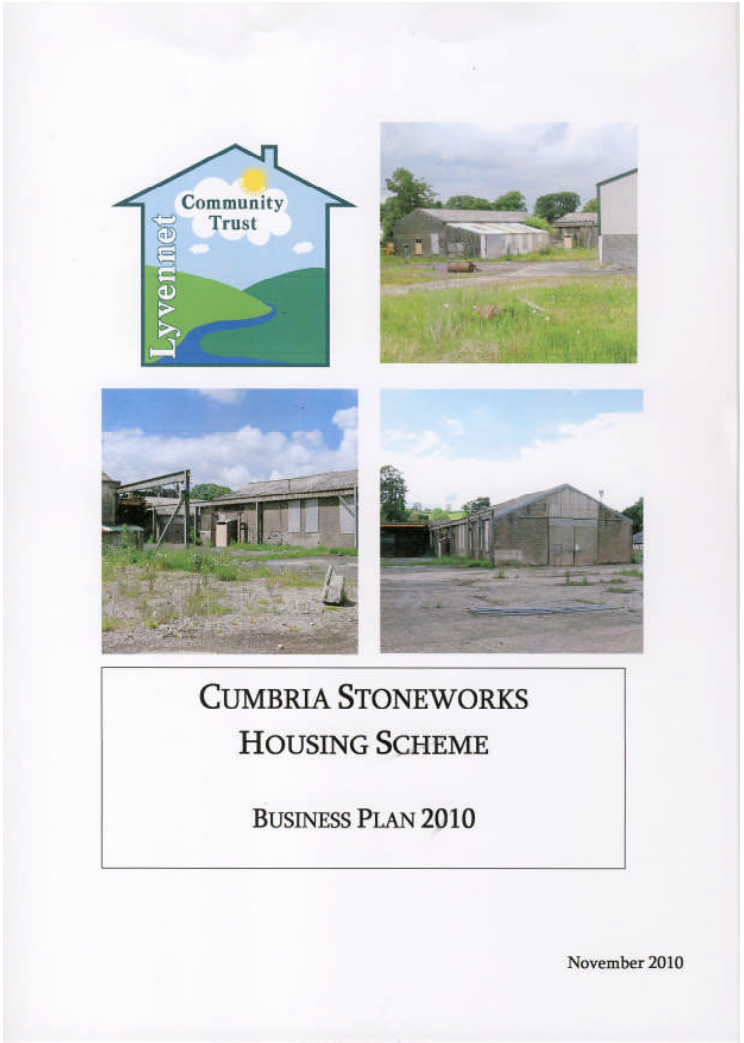
   Local, District, County + National levels

2. Business Plan

1. LCT
2. Market background
3. Site details and design
4. Scheme delivery
5. Financial projections
6. Operational Plan

   2nd Version of plan + 7th of Financial Model

   35 pages + 13 Appendices



Registrations

Tenant Services Authority

Detailed qualification process

Registered Provider of Social Housing

28th September 2010

Ongoing assessment

Homes & Communities Agency

Detailed qualification process

Investment Partner

20th September 2010

Access to National Affordable Homes Funding

Log our scheme and bid for funds

Ongoing assessment

TSA TENANT SERVICES AUTHORITY

CERTIFICATE OF REGISTRATION

Office for Tenants and Social Landlords
Known as
The Tenant Services Authority (TSA)

This certifies that the organisation below was on the date below registered as a provider of social housing in the register kept by the TSA.

Registered Name: Lyvennet Community Trust

Registered Number: 4630

Date Registered on the TSA register: 28th September 2010

Status: Non-profit private registered provider of Social Housing

Signed on behalf of TSA Board:

Authorised signatory

TSA

Members + Community Support

Our Articles allow the following Members

- Individuals over 18 yrs old
- Any society, charity, unincorporated body

So long as they support the LCT objects

Process

Application to Executive for approval

Benefits

- Demonstrates community engagement
- Communication
- Ability to vote at AGM
- Stand for Exec

Currently 60 Members

Website

www.lyvennetcommunitytrust.org

Eden Housing Association

Our Partner providing

- Professional + Technical support
- Liaison with HCA
- Funding support

Housing management

- Management of our properties
- Maintenance of our properties
- Emergency repairs using our contractors
- Using our Policies

Service Level Agreement

LCT will Own + have full Control

‘Big Society’

Community Empowerment + Engagement

- Crosby Ravensworth community seen as inspirational
- 4 National groups – Then there were 3
- Part of the Eden Valley Vanguard group
- Launched by David Cameron - 20th July 2010
- A key Government agenda – Linked to Localism Bill
- Rory Stewart MP our champion
- Support from DCLG “Bureaucracy Busters”

Government needs it to work

Stoneworks Site

Marshalls support

18mths to conclude deal

Bought 3pm Christmas Eve

Marshalls retain 2 plots

Key Handover from Ian Watson
Group Property Director, Marshalls

Our Supply Partners

1.	**ipsArchitects**	**Architects**
2.	**Tweddle & Slater**	**Engineers**
3.	**Donleys**	**QS + Project management**
4.	Myotismart	Bat surveys
5.	Edmondsons	Surveying
6.	**BB & Ho LLP**	**Solicitors**
7.	Cobbetts	Specialist legal advice
8.	**Webcat**	**Website servicing**
9.	Entec	Geo-environmental
10.	Zeras	Asbestos survey
11.	Bluefin	Third Party + employers insurance
12.	Edwin Thompsons	Valuation
13.	Day Cummins	Code Assessors

And Growing

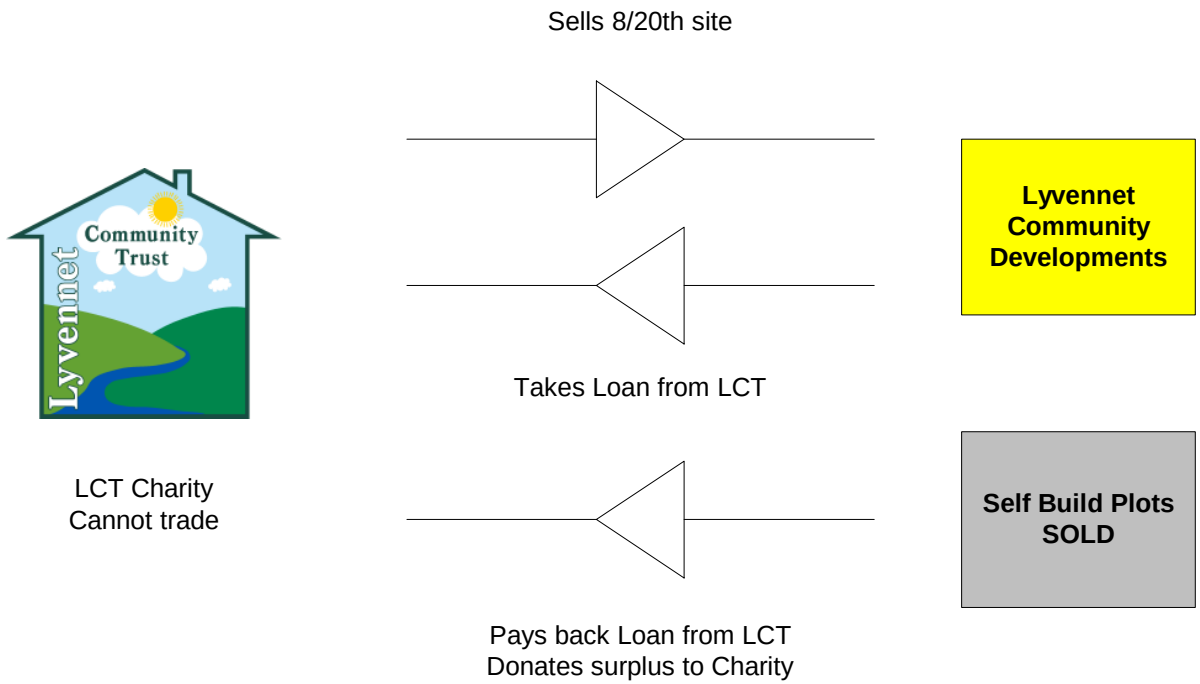
Site Development

- Full Planning 20 Jan 2011
- Currently out to tender
  - Site clearance
  - Infrastructure
  - 12 houses
- Return 28th Feb

Stoneworks Garth ?

Lyvennet Community Developments

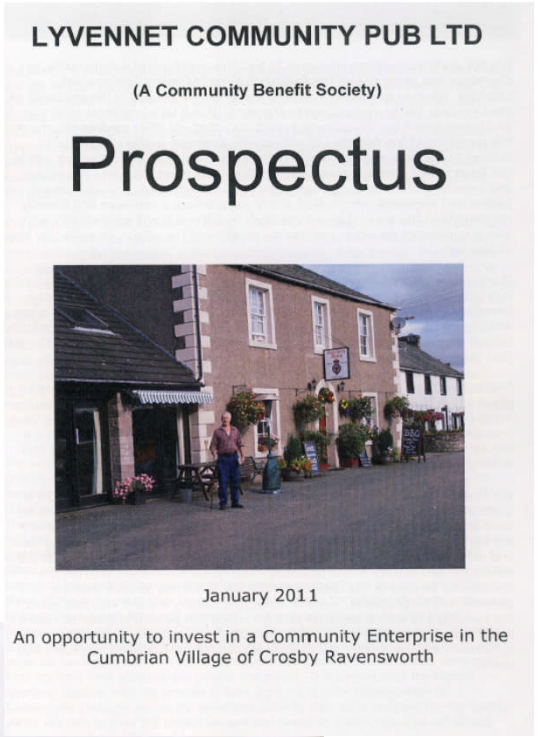
- Company limited by shares – LCT only shareholder
- Registered 25th Jan 2011 – Company No. 7504258

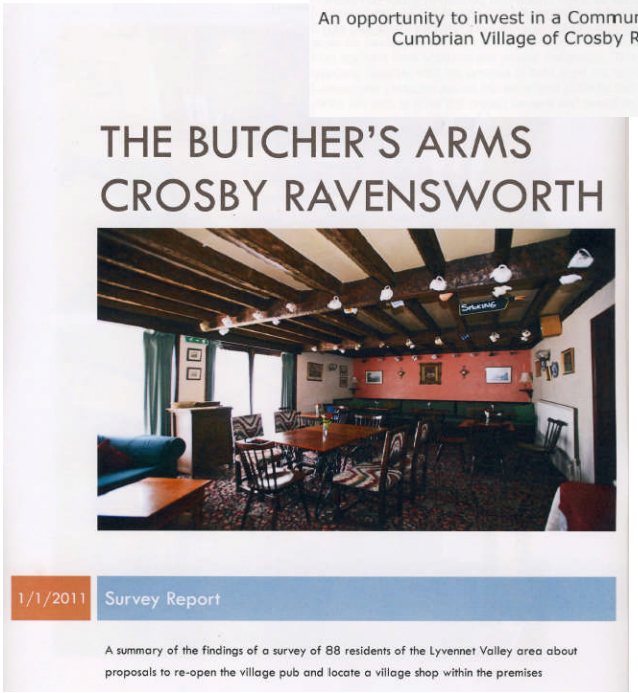


Butchers Arms

Lyvennet Community Pub Ltd

- LCT charity status + separation
- Registered
- Community Interest Company
- Community survey
- Prospectus
- Business Plan
- Funding applications
- Survey + re-design of interior
- Website under construction
- Relaunch **COMING SOON**





Adoption of Annual Report

Treasurers Report

Bankers – Cumberland Building Society

Cheques signed by 2 permed from 4 Trustee/ Directors

Payments on receipt of invoice

Accountants – Dodd & Co

Monthly presentation of Cashbook + Balance Sheet

Income

Community

Donations	£3,893	
Fundraising	£3,205	

Grants / Loans

Crosby Ravensworth PC	£1,000 (G)	
Tudor Trust	£2,500 (G)	
Tudor Trust	£3,500 (G)	Charity Legal
Charities Aid Foundation	£30,000 (L)	Pre development
Charities Aid Foundation	£300,000 (L)	Site Purchase
Eden District Council	£30,000 (L)	
Big Society	£21,500 (G)	

Balance Sheet

Balance Sheet @ 31st January 2011

Income	£		**Expenditure**	£
Balance b/f	**70635.10**		Balance b/f	**45146.69**
			Exp 1.1.11 – 31.1.11	6948.87
			Total	**£52095.56**
Other			***Closing Balance***	***18539.54***
Interest				
			Total	**£70635.10**
Total	**£70635.10**			
			Current Account 31.1.11	***18539.54***
			Cash in hand	
			Chqs not presented	2280.40
			Total	***£16259.14***

Accounts for period ended 31 Aug 2010

	20 August 2009 to 31 August 2010	
	£	£
Turnover		
Fundraising activities		1,838
Administrative expenses		
Room hire	15	
Website	197	
Printing, postage and stationery	79	
Sundry expenses	41	
Accountancy fees	900	
Legal and professional fees	4,988	
Bank charges	3,000	
		(9,220)
Other operating income		
Donations	4,881	
Grants receivable	2,500	
		7,381
Operating loss		(1)
Other interest receivable and similar income		
Bank interest receivable		1
Profit on ordinary activities before taxation		-

Rents + Property Values

Affordable Rented

Rents set by HCA

Very low running costs

Shared ownership properties

2 Bedroom Detached – £205,000

3 Bedroom Detached – £215,000

Ownership between 25% and 80%

LCT portfolio on completion worth circa £2.1m

Adoption of Accounts

Appointment of Accounts & Auditors

Election of Trustees / Directors

- Trustees of the Charity + Directors of the Company
- Executive Committee of between 5 and 11
- 1st AGM - All Executive Committee Members stand down
- Subsequent AGM's $^{1}/_{3}^{rd}$ stand down
- Retiring Members of Executive eligible for re-appointment
- Executive manages the business of the Charity
- 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

The next 12 months - Build

15th March 2011 – Key Date

- Tenders and contract award
- Funding agreement - £1m bridging / £0.5m mortgage
- HCA legal agreement signed

Build

- Ecological Survey + Bat Licence
- Site start – June 2011 to March 2012
- Remediation survey + works
- United Utilities work
- Manage build

The next 12 months - Other

Self Build

- Full Planning for self build
- Transfer self build element to LCD
- Allocations Policy
- Self Build plot sales

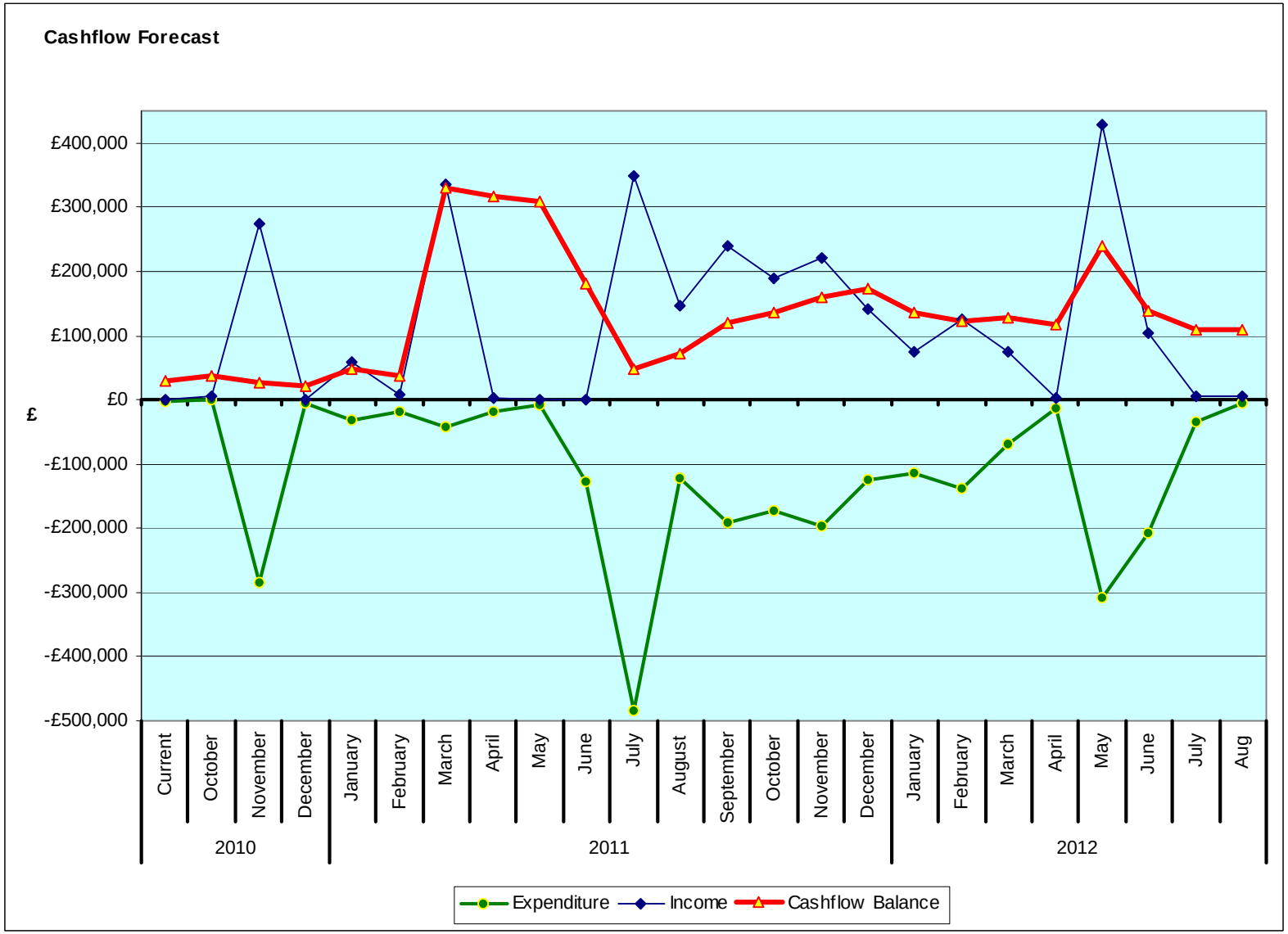
Affordable

- Allocations Policy
- SLA Eden Housing Association
- Align tenants

Ongoing Communications / Website updates / Big Society engagement etc etc etc

Grant applications

Financials


Cashflow Forecast
£400,000
£300,000
£200,000
£100,000
£0
£
-£100,000
-£200,000
-£300,000
-£400,000
-£500,000
Current
October
November
December
January
February
March
April
May
June
July
August
September
October
November
December
January
February
March
April
May
June
July
Aug
2010
2011
2012
Expenditure
Income
Cashflow Balance

Any Other Business

Next Meeting

1730hrs 10th March 2011
Crosby Ravensworth Parish Archive