

Wickham Market Partnership

ANNUAL REPORT & ACCOUNTS

Year ended 5th April 2018

Charity Registration No. 1096332
Company Registration No. 4555122

Report of the Trustees for the year ended 5th April 2018

The Trustees, who are also Directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ended 5th April 2018. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2006 in preparing the annual report and financial statements of the charity.

The charity is a company limited by guarantee and was set up on 7th October 2002. It is governed by a Memorandum and Articles of Association, which were last amended on 7th October 2002. The company achieved charitable status on 4th March 2003.

The Trustees of the charity are:

Mrs C Caudwell
Miss A J Errington
Mr G Hering
Mrs M Holland
Mr R Jenkinson
Mr C Owens
Ms P Scanlan

The trustees are appointed for a three-year term and a third retire by rotation at the Annual General Meeting and may be reappointed. Additional trustees can be appointed by ordinary resolution.

Company Secretary is Mrs C J Caudwell and the registered office of the company is:

Wickham Market Resource Centre,
Chapel Lane,
Wickham Market,
Woodbridge,
IP13 0SB

Bankers for the charity are:

The Co-operative Bank plc, P.O. Box 101, 1 Balloon Street, Manchester M60 4EP

Solicitors for the charity are:

Greenland Houchen Pomeroy, 38 Prince of Wales Road, Norwich, NR1 1HZ

Independent Examiner for the charity is:

Mr J Speedman ACCA, Hilton Park, Rogues Lane, Pettistree, Woodbridge, IP13 0HQ

The Wickham Market Partnership's Vision for Wickham Market is:

To be a community that values and supports all of its people

That serves the surrounding villages with pride

That works hard to sustain and improve its remarkable quality of life

Objects

Its objects are to secure and improve the economic and social framework of Wickham Market and the surrounding parishes by encouraging the development of recreational and leisure activities; offering opportunities for education and training and improving and enhancing the town and surrounding communities.

People

Trustees have met on a regular basis to make decisions on the work of the charity. Their voluntary commitment has been substantial.

Miss Linda Merriam continued as Administrative Assistant on a part-time basis until May 2018; Ms Amy Drayson now acts in this role. The charity has no relationships with either related parties or any other charities or organisations.

Funding

The Partnership developed out of the Market Towns Initiative (MTI), a government scheme aimed at promoting the key role of market towns in rural communities and managed by the East of England Development Agency (EEDA). This funding finished in March 2004. The Partnership continues to attract grant funding to support the development of local initiatives, including the Peoples Millions Lottery Fund, Local Authority grants (including business support funding), local charities and local businesses.

The Resource Centre became known as the Library & Community Rooms in June 2012. The Community Rooms continue to be the base for the Partnership with regular lettings contributing to the running of them and enabling us to continue to employ an Administrative Assistant.

Membership of the Partnership demonstrates the wide range of local and statutory organisations, businesses and individuals actively supporting the work of the charity. Subscriptions provide revenue funding for the Partnership and its website.



The Resource Centre

Community Rooms

The Library and Community Rooms are a local focal point for residents and visitors. The Partnership leases the Community Rooms from Suffolk County Council. A joint Management Committee deals with issues of maintenance and statutory obligations.

The income of the Partnership was significantly improved in 2016 with the hiring of the Treatment Room and an office by a private chiropractor. The meeting rooms are regularly used to provide Retinal Screening Clinics for patients with diabetes, with three extended visits during the year. The Citizens Advice Bureau, an Educational Psychologist and a range of therapists have been frequent users. Wickham Market Parish Council is using the rooms on a regular basis for the work on the Neighbourhood Plan, whilst the Parish Clerk uses the interview room for work, offering an opportunity for residents to drop in. Other village groups hire the meeting room as required.

The Partnership is fortunate to continue to have the support of a group of volunteers who regularly attend to the gardens surrounding the Centre, ensuring it is an attractive place to spend time. However, the rear wall of the garden has been deemed unsafe (it is not the responsibility of the Partnership or Library) which has meant the sectioning off of part of the back garden until it is repaired.

Library

The Partnership is a member of Suffolk's Libraries IPS Ltd, an Industrial Provident Society providing library services for Suffolk County Council. The Library Management Committee is a sub-committee of the Partnership and the Partnership is represented on the Management Committee. The library is an excellent example of how a community-led effort, using dedicated volunteers, can support and develop local services under potential threat. The Library Management Committee, now in its sixth year, has formed the Friends of Wickham Market Library and manages its own finances.



The library has succeeded in increasing the number of visitors as a result of the extension of the original opening hours, made possible by additional sessions contributed by volunteers. The library now attracts 12,000 library users each year and regular events include a sociable afternoon for a knitting and stitching group, as well as a number sessions for groups of children. Computer help sessions with advice from skilled volunteers for laptops, tablets and mobile phones are available on Friday mornings and have proved very popular. The library

also provides the only printing and copying service available in the village.

The national Summer Reading Challenge, together with the local 'Easter Eggstreme' Challenge, continue to attract local children who receive certificates on completion, together with Book Cards from Wickham Market Primary School.

The library has undergone refurbishment works thanks to funds sourced from planning permissions for new housing developments in Wickham Market, which have enhanced its already attractive appearance.



Website

The Partnership has launched a new and more interactive visitor website for Wickham Market, www.visitwickhammarket.co.uk, which now provides access to extended information on local businesses and organisations. This was funded with grants from East Suffolk District Council and the East Suffolk Partnership, as well as Wickham Market Parish Council, with the Partnership matching this from its own resources. Attracting new membership is a key priority for the future to enable the hosting and management of the website to be self-funding using the services of Attain Solutions Ltd. The website provides an important advertising tool for local businesses, organisations and events. Events are advertised in chronological order to improve the visitor experience to Wickham Market.



Tennis

Following the installation of three hard tennis courts, funded by the Peoples Millions of the National Lottery in 2008, tennis activities continue to be managed by a Tennis Club, including sessions with a dedicated coach. The maintenance of the courts remains the responsibility of the Partnership. Pay and play sessions are also available by booking through a local business outlet, R & S Hardware.

Community Grants Scheme

This was launched during the year, offering financial support for small local projects that might otherwise not attract funding from bigger providers; the maximum grant is £1,000. Providing this first grant can encourage others to 'match fund' a project. Campsea Ashe Village Hall has benefitted from a full grant to refurbish its flooring, whilst the Community First Responders were able to purchase a defibrillator for its volunteers; a second unit will be purchased in 2019 with further funding.



End of Grant Report extract: *'Campsea Ashe Village Hall committee applied for, and was granted, £1000 towards the cost of refurbishing the floor in the hall. The floor was 70 years old and had been neglected for many years. It had lost its surface and this made it very difficult to clean as it continually eroded away. Due to its condition the hall was unsuitable to hire out as a venue involving floor exercises, dance, and events where children had to sit or crawl on it..... Due to the generous offer of a grant from Wickham Market Partnership the committee was successfully able to apply to other providers for the additional funds and the total amount was raised in a short time. Since the refurbishment, a toddler group run by Campsea Ashe families uses it on a Thursday morning, and there are 'Jive, Bop, Swing' lessons on a Tuesday evening.'*

Wickham Market Town Team

Following a meeting organised by the Partnership, inviting local businesses, the Parish Council and interested individuals, a Town Team was formed in 2013 to address the problems of the loss of retail outlets in the centre of the village and the impact this was having on the community. The Team is a sub-committee of the Partnership. This loss included two major units, the Co-operative and Seagers, which continued to remain empty.

The regular monthly **market**, instigated after the formation of the Town Team, continued on the third Wednesday, as well as a mini market on the remaining Wednesdays, during 2017. However, in 2018 this developed into a smaller weekly market on the pedestrian area of the square, with stalls attracting regular customers. A Summer Street Market and a Christmas Market, when local organisations and crafts



people joined the regular stall-holders, together with street food offered by local businesses, brings both economic and social benefits to the village. Profits from the markets, together with a grant from the East of England Co-operative, allowed the purchase of additional Christmas lights.

A new venture for the village during 2017 was celebrating the **Men's Cycle Tour** coming through Wickham Market. A team of volunteers brought food stalls, challenge bikes and a marquee with bar to the square when schoolchildren, visitors and villagers cheered the cyclists through. Local shops dressed their windows, with Inspirations Window (run by the District Council). 'Cycle Wickham', set up in response to the Men's Tour, organised a Cycle Sportif, which was very successful and enhanced the cycling experience in the month of September.



The Town Team sub-groups, formed as a result of the surveys, have continued to work on areas for improvement within the Action Plan.

The **Traffic and Parking group**, after successfully implementing a new parking regime in conjunction with Suffolk Coastal District Council, is in the process of transferring to the Parish Council, as this is a more appropriate organisation to develop these areas. However, it will still report back to the Partnership in its monthly meetings.

The **Communications group** has moved the management of the email distribution list, the *Wickham 'Round Robin'*, to the new Administrative Assistant, Amy Drayson, as part of her weekly duties. Following the new guidelines on General Data Protection Regulations, 'Mailchimp' has been adopted as the appropriate platform to meet these. Messages are circulated on a weekly basis from the Partnership office and efficiently advertise local events and information.

Inspirations opened in May 2016 and quickly became a destination store, not only for residents but also for visitors from neighbouring villages and towns, some from quite far afield. Negotiations with the East of England Co-operative Society by the **Shops and Facilities group** led to a Community Interest Company being formed to develop the empty store on The Hill into a shared retail space for small entrepreneurs. Inspirations (Wickham Market) CIC presented the project to the community in February 2016 and received a tremendous response, with 210 shares being taken by local people to finance the set-up costs of the project, together with a number of substantial private donations. The Directors of the CIC, all members of the Partnership or Town Team, continue to manage the company, promoting it with a range of marketing and attracting new retailers. In 2017 the shop front was again dressed to support the Poppy Appeal and drew significant accolades from the British Legion Headquarters.



Unfortunately the only remaining public house **The George**, destroyed by fire in 2013, remained in a derelict state, to the frustration of local people. However, a group of local residents has been working hard on trying to purchase the site and developing a feasibility study to see if a new business would be viable.

October 2017 saw the first Big Draw event hosted by **Wickham Market Arts**, which included an exhibition of local art, the production of a community greetings card and art activities for a whole day in the Village Hall and on The Hill. This was supported with a grant from the Partnership. It was very successful and is to be repeated in 2018.



Future Plans

The Partnership is a key player in many village developments, with trustees being represented on other major committees. These include the Parish Council, the Neighbourhood Plan (led by the Parish Council); the Village Hall refurbishment committee; the redevelopment of Lehmann House (now open and owned and managed by De Vere Care) and the future of the George Public House. Trustees are also involved in the newly formed Arts Project group.

It is encouraging to note that new volunteers are also coming forward to offer their help and expertise with these projects, and demonstrates the community values that Wickham Market is regularly recognised for.