



# CASTLEFIELD FORUM

[www.ourcastlefield.co.uk](http://www.ourcastlefield.co.uk)

## ANNUAL REPORT 2019



OurCastlefield



@OurCastlefield

Registered charity number: 1182897

# About us

Castlefield Forum is a voluntary, community group established in 2009 with the key aim of making Castlefield a better place for local residents, businesses, workers and visitors. Membership is open to anyone who lives, works or has an interest in Castlefield.



Recognising the need to create a more formal structure, we made an application for charitable status and became a Charitable Incorporated Organisation (Associate model) in April 2019.

The Forum meets quarterly and meetings are open to all. Our elected Committee became the first Trustees of the Charitable Incorporated Organisation and meet approximately every 8 weeks and feed back to the wider Forum.

The Trustees have an Action Plan with wide-ranging aims, events and activities.

A number of Action Groups deliver various elements of the Action Plan and their purposes are set out below:

## **Events, marketing, media and signage**

- To raise the profile of Castlefield within the city, to develop our own events and contribute to events organised by others

- To increase financial self-reliance for the Forum by developing Castlefield's marketing potential, including improving our website.
- To extend our programme of replacing damaged and out-of-date signage by producing new interpretative signs for new locations throughout the area.

### **Roman Gardens:**

- To design and deliver an exciting, inspiring urban retreat for Manchester city centre.
- Supporting the Friends of the Roman Gardens.

### **Gardening and environment:**

- To work in conjunction with Friends of the Roman Gardens, Manchester City Council (MCC) and other local partners to keep the area attractive, green and tidy.
- To work in liaison with MCC and local partners to present a credible entry to the 'It's Your Neighbourhood' section of North West in Bloom, aiming for a Level 5 'Outstanding' award.

### **Spirit of Place:**

- To work with the National Trust to understand the spirit of Castlefield, including its value to the city of Manchester and beyond, its heritage, people, buildings, open spaces, structures, waterways and stories.

# 2019 A Year in Review

## **Events, marketing, media and signage**

We continue to extend and promote our digital and media presence and recognise the value in engaging with the local community.

We have established a new website [www.ourcastlefield.co.uk](http://www.ourcastlefield.co.uk). We have recorded 236 unique visitors in the 3 months to January 2020.

Our Twitter channel @OurCastlefield now has 3,000 followers and a rapidly growing Facebook group with of over 2,800 members.

We have recently joined Instagram (@castlefieldforum) and continue to take every opportunity to encourage new members via social media.

Trustees Calum and James were interviewed in October 2019 by BBC Radio Manchester to talk about Castlefield and the Forum.

## **Roman Gardens**

One of our most ambitious projects is the proposed transformation of the Roman Gardens on Liverpool Road.

Along with Manchester Garden City, planning advisors and landscape architecture consultants BDP, the Forum has been working to establish this area as a 'gateway' for Castlefield.

The proposal looks to establish the green open space into a much improved area for the benefit of residents, workers, businesses and visitors. A masterplan was developed and consulted on widely and planning permission was obtained.

It became clear that significant funding would be required to complete the all the works in the masterplan. This funding would not be achievable in a single grant. We are therefore carrying out the works on an incremental basis.



Further fundraising is now required to continue to deliver this project.

A major impact was achieved in 2019 with the laying of a new surface to the main pathway, which follows the line of the original Roman Road. We have also secured funding, courtesy of MCC Neighbourhood Improvement, fund to install lighting at the North Gate.

A Friends of the Roman Gardens Group has been established and the Friends work closely with the Gardening & Environment Action Group and MCC Grounds Maintenance Team.

### **Gardening and environment**

Our resident volunteers have been busy with community gardening activities throughout the year. We have also been supported by local businesses and organisations including Olliers Solicitors, Lend Lease and Manchester Parkour.

Local developer Renaker Build donated and delivered several sacks of pre-used cobbles, which were put to good use by Forum volunteers in the Granary Garden.

Once again we submitted two entries (Castlefield Forum and Roman Gardens) to the RHS North West In Bloom 'It's Your



Neighbourhood' competition and we're delighted to receive 'Outstanding' for both entries.



## Spirit of Place



Castlefield Forum has continued to work with the National Trust to understand the spirit of Castlefield, including its value to the city of Manchester and beyond, its heritage, people, buildings, open spaces, structures, waterways and stories.

The National Trust care for places of historic interest or natural beauty and one of the ways they do this is by revealing and sharing the significance of their properties and places, understanding their 'spirit of place' and why they are valued.

Using their experience and expertise, the National Trust are helping Castlefield Forum establish what makes Castlefield unique, distinctive and cherished to the people who live in, work in and visit the area, capturing its 'spirit of place'.

Working with a range of stakeholders, this project developed an Action Plan and held a summit of all stakeholders in June 2019 to address the issue of fragmented land ownership and to attempt to agree a more co-ordinated approach to management of the area.

This initiative was supported by Manchester City Council, the National Trust and the Museum of Science and Industry.

The event was attended by over 30 representatives from some of the major businesses, developers and organisations working in Castlefield and each delegate made a pledge to work with Castlefield Forum to further improve the area.

# Activities and achievements

## Application for Charitable Status

Castlefield Forum became a constituted, voluntary, community group in 2010 and has operated effectively on this basis since then. However, following the advice by our Auditor to formally register with the relevant authorities. Research led to the decision to become a Charitable Incorporated Organisation, a Company Limited by Guarantee with Charitable Status. A major benefit of this structure is to mitigate risk to members by limiting liability and personal risk whilst delivering many benefits of charitable status. An application was made to the Charity Commission and Castlefield Forum was granted charitable status in April 2019

## Queens Award for Voluntary Service



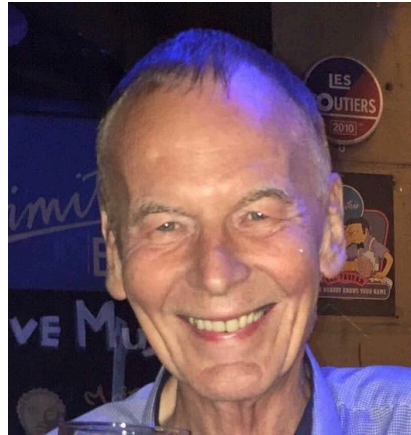
We are most honoured to have been awarded the Queens Award for Voluntary Service in July 2019. In celebration, two of our members were invited to a Garden Party at Buckingham Palace in the presence of Her Majesty the Queen and the Forum received the award at a ceremony at Gorton Monastery in August 2019.



## **Britannia Basin Community Forum**

The Forum formed a useful alliance with our neighbours the Britannia Basin Community Forum (BBCF). The group is the voice of residents of the rapidly growing area to the south of the Mancunian Way, between Chester Road and the Irwell, still very much located within the wider Castlefield Conversation area.

## In memoriam



**Ian Christie 1945-2019**

It was with great sadness that we learnt of the death of inaugural member and long-time secretary, Ian Christie on 8 June 2019.

Ian worked tirelessly for Castlefield until his illness prevented him continuing.

He continues to be sorely missed. The Forum is looking at creating a permanent tribute to Ian over the coming year.

# Organisation overview

Organisation information for the year ended 8th April 2019.

Committee members who served during the year:

Carol A. Middleton	Chair
Giles A. Grover	Treasurer
Ian Christie	Secretary (resigned 14/01/2019)
Beth R. Hopper	
Deborah Hubbard	
Roy Jackson	
Calum McGowan	

Office : Apt 319, 73 Liverpool Road, Manchester M3 4AQ

Auditor:

Bankers: Cooperative Bank Plc, Manchester

## Post year end event

On the 9<sup>th</sup> April 2019, Castlefield Forum became a Charitable Incorporated Organisation, Registered Charity No. 1182897

The following trustees were appointed to manage the Charity w.e.f. 9<sup>th</sup> April 2019:

Carol A. Middleton	Chair
Calum McGowan	Vice Chair
Giles A. Grover	Treasurer
Beth R. Hopper	
Deborah Hubbard	
Roy Jackson	
Ian McIlveen	
Dan Coles FCCA	Auditor

# Finance

Dan Coles FCCA  
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Warrington  
WA5 8XT  
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24 January 2020

Castlefield Forum  
C/o Apartment 319  
73 Liverpool Road  
Manchester  
M3 4AQ

Dear Castlefield Forum,

**Accounts for the Period Ending 8<sup>th</sup> April 2019**

Further to my ongoing communications with Giles Grover, Treasurer of Castlefield Forum, I can confirm that, with all the supporting documentation and explanations provided, I conclude that the subject accounts, reporting on three separate periods and prior to the change of the Forum's status to a Charitable Organisation, show a true and fair view and have been completed in accordance with the appropriate accounting standards and practices.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'D Coles', with a long horizontal line extending to the right.

**Dan Coles FCCA**



**CASTLEFIELD FORUM**

**ACCOUNTS FOR THE PERIOD ENDING**  
**08/04/2019**

**Treasurer's Report**

I have prepared the accounts for Castlefield Forum for the period ending 8th April 2019

These accounts comprise an Income & Expenditure overview and a detailed analysis of monies received and payments made over the course of the period, a headline bank analysis and petty cash listings.

Where possible, payments made from the bank account have been verified with copies of invoices.

No audit or any other review has yet been carried out on these accounts but, in my opinion as Treasurer, they represent a true and fair view of Income & Expenditure for the period.

These accounts will now be reviewed by an independent person.

Please note that, advice from the previous Independent Reviewer guided that the Castlefield Forum should apply for formal status as a charitable organisation given the sums of money which were being handled.

This process has taken nearly three years with formal confirmation of charitable status being received on 9th April 2019 hence the decision taken by the Trustees to prepare these accounts for the period ending 8th April 2019.

Following preparation of one set of accounts for the full period, the advice from the Independent Reviewer was to split the accounts into three separate periods:

YE 30/04/2017,  
YE 30/04/2018 and  
PE 08/04/2019.



Giles Grover  
23rd June 2019

\*Previous advice from the Independent Reviewer guided that the Castlefield Forum should apply for formal status as a charitable organisation given the sums of money which were being handled.  
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## **CASTLEFIELD FORUM ACCOUNTS P/E 08/04/2019**

### **Income & Expenditure Overview**

#### **Income**

Manchester City Council - Grant	7,024.00
T3 Events - Donation	2,312.00
Forever Manchester - Christmas Party Donation	200.00
Donations from Individual(s)	220.00
Interest	3.06
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	<b>£9,759.06</b>
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#### **Expenditure**

Roman Gardens - Design (BDP design & support in preparing planning application)	11,404.73
Roman Gardens - (MCC Fee for planning application)	1,690.00
Roman Gardens - North Gate DOFF Cleaning	5,574.00
Gardening - In Bloom Presentation Event Tickets & Travel	278.10
Website Hosting	750.00
Website Design - Gift to Volunteer Student	25.00
Public Liability Insurance	842.78
FoodFest Marketing Materials	57.00
Community Christmas Party (funded by Forever Mcr)	200.00
Spirit of Place - Refreshments Deposit	112.80
	<hr/>
	<b>£20,934.41</b>
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## CASTLEFIELD FORUM ACCOUNTS P/E 08/04/2019

### Banking

Balance as at 30/04/2016	28,451.58	
Money In	9,759.06	
Money Out	20,934.41	
Balance as at 08/04/2019	<u><b>£17,276.23</b></u>	*

\* **£17,276.23** represents funds currently committed to ongoing improvements across the Castlefield area including, but not limited to, the development of the Roman Gardens.