**Lytchett Matravers Parish Council**

**Proposal for a Lytchett Matravers Development Trust**

# Introduction

The paper presents a proposal to set up a Lytchett Matravers Development Trust (a registered charity). Such a Trust could provide a vehicle for taking ownership of some assets from the Parish Council, or provide a platform for implementing aspects of the Neighbourhood Plan, or for delivering charitable services to the local community.

The information presented here has been obtained through meetings with people who have been involved in setting up and running Development Trusts in Lyme Regis, Bridport, and Swanage. The individuals concerned have all been very open to these discussions, and have made time available to talk about how they have gone about things and lessons learned, etc.

Appendices 1, 2, and 3 present notes of the meetings held, and Appendix 4 presents an analysis of Development Trusts prepared by founding members of the Bridport Area Development Trust.

# The Purpose and Benefits of a Development Trust

The Development Trusts that have been set up in Dorset have a number of different purposes, including the following:

* Restoration of heritage property
* Own and manage community assets
* Undertake property development projects
* Deliver “soft” services to members of the community
* Operate Sports Clubs
* Develop commercial opportunities

The principal benefits of using a registered charity are as follows:

* Charities have greater access to grant funding than local government bodies
* Councils do not have the money any more to pay the maintenance costs on properties
* Councils do not have the resources to devote to managing a range of activities
* Charities are better able to attract volunteers to carry out work
* Charities are outside the capture of HMRC for corporation tax

# Setting up a Lytchett Matravers Development Trust

If a Lytchett Matravers Development Trust is to be established, it would have to be 100% independent. Members of the Parish Council could be appointed/elected to be Trustees, but when acting as a Trustee, the role would need to be in pursuit of the interests of the Trust, independent of the interests of the Parish Council.

The Parish Council could provide support to those involved in setting up the Trust, and might subsequently provide grant funding for projects undertaken by the Trust, but the relationship would need to be at arms length. The model adopted in Swanage could be used, in which a forum could be established which was attended by members of the Parish Council, members of the Trust, and representatives of other community organisations to discuss strategic objectives and actions required.

A key issue is finding a small group of people with the right mix of skills to make a success of the Trust. The skills needed might include property management, law, finance, business development/entrepreneurship, and experience in running a charity (e.g. securing funding and volunteers).

It will be important to have a suitable governance structure, for example such that new members/Trustees could be added in the future to bring fresh blood into the mix, or add skills found to be lacking, and that Trustees can be removed (for example through having fixed terms or regular elections) for example if working relationships fail.

Two options might be considered:

* Reconfigure the Village Hall Trust to give it a broader remit, with changes to its governance to match the arrangements that have been found necessary for the success of a Development Trust. The Village Hall Trust is an existing organisation which is well known in the village, already owns one of the main community assets, and has developed a base of volunteers. This option will require the agreement of the Trustees of the Village Hall for any progress to be made. There would be significant benefits arising to the Village Hall Trust from agreeing to this option. They include:
	+ a significant expansion of the Village Hall Trust to include other village assets
	+ a commitment of significant investment from the PC for refurbishment of the Village Hall, which might be provided with conditions related to the Trust governance (including an increase in the number of Trustees if additional skills are needed) and a requirement for the Parish Council funds to be matched with grant funding secured by the Trust, etc.
* Establish a completely new charity to form the Lytchett Matravers Development Trust. To make this happen, a group of people will need to be brought together who would like to undertake the work needed to set up and run the charity, who have the skills mix needed, and could be appointed as Trustees. The Village Hall would still be able to join the Development Trust, by becoming one of the activities operating under the Development Trust umbrella, with its own management committee, as described in section 4. Any future inclusion of the Village Hall in the Development Trust activities would of course be subject to the Village Hall Trustees taking a decision for that to happen.

# The Scope for a Lytchett Matravers Development Trust

There are a number of options for a Lytchett Matravers Development Trust, in terms of assets and activities which might be transferred from the Parish Council. These include the following:

* The Youth Hut
* The Library
* The Recreation Ground Car Park, and its development
* The Recreation Ground
* The Sports Club
* The project to develop a Cyclepath
* The project to develop a Ballcourt
* The project to refurbish the Village Hall
* The project to relocate the football pitches
* The project to re-purpose/refurbish the Astro
* The project to develop the footpath network

The selection of which assets and activities to transfer will need to be considered if the establishment of a Lytchett Matravers Development Trust progresses. This will be the subject of subsequent papers.

The model developed for the Swanage and Purbeck Development Trust is proposed in which a Lytchett Matravers Development Trust would act as an umbrella organisation under which a range of activities can be carried out, providing the benefits of charitable status to all of those activities. For example, if the Sports Club were to be transferred to the Development Trust, it could continue with its existing management committee, but work within rules established by the Trust to comply with Charity Commission requirements.

# Sources of Funding for a Development Trust

As set out in Appendices 1, 2, and 3, the sources of funding that might be available for a Development Trust include the following:

* Grant funding from the Parish Council, which might be available for specific projects
* General grant funding, for example from one of the National Lottery Distributing Bodies (see Appendix 5)
* Sources of income developed by the Trust, e.g. renting out space and facility hire
* Fundraising events

# Next Steps

It is recommended that the next steps towards establishing a Development Trust should be:

1. arrange a meeting with the Trustees of the Village Hall to discuss the option of reconfiguring the Village Hall Trust to become the Development Trust,
2. if the Village Hall Trustees agree to the reconfiguration, establish a joint forum to develop actions to achieve this,
3. if the Village Hall Trustees do not agree to the reconfiguration, establish a process to recruit a group of individuals to become Trustees and take the actions necessary to set up and run the Development Trust
4. set up a Parish Council working group to develop proposals for the scope of the Development Trust, including the assets owned by the Parish Council to be transferred to the Trust

Ralph Watts

November 2018

Appendix 1 – Notes of a Meeting with a Director of the Lyme Regis Development Trust

The Lyme Regis Development Trust (LRDT) was established in 1998. The Trust is independent from the Town Council.

It was set up primarily to secure access to funds which was not available to the Town Council, principally grant funding. A registered charity is able to access different sources of funding, with more grant funding opportunities available compared to Parish and Town Councils. Most grant funding has conditions attached as to how the money can be used. As an example funding can be obtained for capital projects but cannot generally be used to employ people. Charities must therefore develop other sources of income if they wish to employ people. The alternative is to rely on volunteers. A lot of grant funding comes from the Lottery, distributed through various funding bodies, and also from the EU.

The Lyme Regis Town Council does provide some grant funding for specific projects.

The first major project undertaken related to the Lyme Regis Library, which was a timber clad building with a flat felt roof, located on a sloping site. The Development Trust had submitted a proposal to take ownership of the site (which was gifted to it by the Town Council), build a new Library on part of the site, and develop the rest of the site to provide affordable housing and a community facility.

Since then the LRDT has purchased other properties in Lyme Regis including a Boys Club, which now forms the basis for a youth club called the “Hub”; the St Michael’s School, which forms the basis for a business centre providing meeting rooms and commercially let offices, and a corner shop which has a flat above it. St Michael’s school was purchased from the West Dorset District Council using grant funding awarded by the Regional Development Agency.

The LRDT has set up a wholly owned subsidiary, LRDT (Property Management) Ltd, which is one step removed from the charitable activities of the Trust. All commercial activities are undertaken by this subsidiary. This arrangement is needed as a result of Charity Commission rules which prevent charities themselves engaging in commercial activities – charities are not allowed to “speculate to accumulate”. This is to avoid the potential risks arising from commercial activities impacting on charitable activities. Trading arms such as this have been set up by many charities. Any surplus monies from the trading activities are gifted to the parent charity, which means there are no profits on which corporation tax would be due. Charities themselves are outside the capture of HMRC. However, LRDT (Property Management) Ltd is registered for VAT. The determination of whether a premises are subject to business rates is based on the use to which it is put, rather than the nature of the tenant. If a premises is used for charitable activities, it may be possible to get relief from business rates.

If a charity wishes to buy, sell, or lease a property, it has to seek permission from the Charity Commission.

When it was first established LRDT had a closer relationship with the Town Council, but differences of view emerged on some aspects of the LRDT activities. A Community Interest Company was set up called Lyme Forward as a collaboration between LRDT and the Town Council, but this has now been hived off to resolve some of the tensions that arose. A Community Interest Company (CIC) is a relatively recent form of legal entity, which was established by the 2004 Companies Act to do different things to charities in terms of funding. The CIC model is designed to provide a legal form for enterprises which aim to provide benefit to the community. Lyme Forward is involved on “softer” activities than the LRDT including lunch clubs, and community outreach projects. It is now operated as a Local Area Partnership, with funding from the Lyme Regis Town Council and the West Dorset District Council, and has a Steering Group which determines priorities etc.

Appendix 2 – Notes of a Meeting with 2 Directors of the Bridport Area Development Trust

The Bridport Area Development Trust (BADT) was set up by a group of founding members who wanted to save an important heritage building in the town, the Literary and Scientific Institute (LSI). This is a Grade II listed building that had been used as the Bridport Library for 45 years after the Second World War. Unfortunately the structure of the building was not sufficient to support the weight of books that were introduced by the Library over that period of time, and in 1997 the Library was moved, and the building became unoccupied. The building subsequently fell into disrepair, and was on the national Buildings at Risk Register.

The building was owned by a local family and was subject to a 999 year lease held by Dorset County Council, surrender of which was not accepted by some members of the family. Dorset County Council provided financial support to BADT to cover the legal costs involved in getting the lease formally renounced, which required a ruling by the High Court.

BADT secured seed funding from Dorset County Council, which was then used to secure a £1.5million grant from the Heritage Lottery Fund to restore the LSI, together with £150k from the West Dorset District Council. The Heritage Lottery Fund grant included a “revenue grant” which could be used to fund the first year of operation of the LSI, while income from other sources was developed. To secure this funding BADT had to prepare a Continuity Plan, showing how they would go about ensuring that the LSI would be funded in the long run. BADT obtained advice on the preparation of grant applications from an employee of Bridport Town Council who was appointed by the council to assist with other projects in the town, and who had secured Heritage Lottery Fund grants for work at the Town Hall and the Museum.

BADT has 50 members, and 9 Trustees, but is in the process of reducing the number of Trustees to 6.

It took 6 years to carry out all the preparatory work, including securing grant funding, before the project to restore the LSI could actually start. During this time, a second heritage building, the West Bay Chapel, was transferred to BADT by West Dorset District Council. This building is to be converted for use as a visitor/interpretation centre, with a contribution towards this work being provided by the District Council.

The LSI was opened to the public in March 2018. It provides a venue for fundraising events, includes a café on the ground floor, a business hub at the back of the building where there is meeting room space hired out to local businesses as well as a hot desking facility (unfortunately take up of the hot desking facility has not been as strong as was expected). In addition, the top floor has been converted into offices, which have been leased. The café has been set up as an independent trading company.

The BADT Trustees have had to devote much of their own time since the LSI was opened to run the various activities. It has been particularly important that BADT was set up by a group of individuals with the right skills and experience, and who have been able to make time available. Fundraising is a continual and challenging part of the work, as well as ensuring that the café is well run. The latter is important because even though it is a separate trading company, the café is effectively the main interface between BADT and the public. If the experience of using the café is not good, there are other venues which residents will turn to instead. Experience to date has shown that the layout of the café and associated kitchen was not good, with the kitchen slightly separate. This has made the operation less efficient than it might have been. The range of food and drink offered has evolved to suit the layout, but also to reflect the range of cafes and other eateries in the immediate area.

In determining the activities they should get into, BADT worked with Tim Crabtree, an economist who works at Schumacher College, with a focus on local enterprises in the food sector. He has helped set up a range of enterprises of this kind in the Bridport area. BADT also found Locality a useful source of advice and support.

Appendix 3 – Notes of a Meeting with 2 Trustees of the Swanage and Purbeck Development Trust

The Swanage and Purbeck Development Trust (SPDT) was set up in 2013. It was formed with a fairly broad mandate, being for the benefit of the community of Swanage and the surrounding area. The SPDT provides an umbrella organisation, under which a range of activities can be established. These include a Youth Centre, the Herston Village Hall, The Swanage Football Club (which uses land owned by the Town Council), as well as projects such as installing dementia friendly defibrillators.

The main reasons why Town Councils transfer assets to Development Trusts are that these trust have greater access to grant funding, the Town Councils do not have the money any more to pay the maintenance costs on properties, Town Councils do not have the resources to devote to managing a range of activities, and charities are better able to attract volunteers to carry out work. As an example, Gillingham Sports Club was being run by the Town Council, and was making a loss. It was taken over by a Trust, and since then has become a thriving organisation, with a new leisure centre, and a broad range of activities.

The Youth Centre was transferred to SPDT by the Town Council, who provided financial support for the first 3 years of operation. This support was designed to gradually taper off.

The SPDT is independent of the Town Council, but works closely with it. One of the ways this is achieved is through a 10 year plan called Swanage 2027 that has been put in place. This sets out a number of Strategic Objectives, against each of which a “Link Person” is identified, together with the partner organisations who will be involved in the work required to achieve the objective. Quarterly meetings are held involving the Town Council, SPDT, and members of the Town & Community Partnership to monitor progress and discuss actions needed.

Being a registered charity requires compliance with various rules set down by the Charity Commission. The Charity Commission do not allow charity funds to be used to finance local government projects. As a result, the Charity Commission keep a close eye on the relationship between SPDT and the Town Council.

SPDT is an “open Trust”, and is not only registered as a charity, but also as a Company Limited by Guarantee. There are 6 Trustees, and they have a 3 year term, with new Trustees being elected at the AGM. In setting up SPDT, two of the founding members carried out an analysis of the skills needed to run the trust, including for example someone with expertise in property management, someone from the legal profession, someone from the finance sector, etc.

SPDT was set up as a Company Limited by Guarantee to mitigate risk. The Trustees of a charity are personally liable if the charity has financial difficulties, for example in the event of a major claim from a member of the public. Trustees therefore need some protection, which may need to cover issues not covered by the charity’s insurance. If a charity gets involved with major projects, the Trustees may need protection if things go badly wrong. Being a Company Limited by Guarantee protects the Trustees, who are, after all, volunteers.

The founding members of SPDT decided to establish a charity rather than a Community Interest Company, because the latter is a relatively recent form of organisation, which is not well known or understood by members of the public. In comparison, people have an understanding of charities, for example when seeking volunteers or donations.

The biggest issue experienced by SPDT is fundraising. This is a huge task, which is continuous. The amount of grant funding available is much less than it was 10 to 20 years ago, and there are more organisations trying to secure grant funding.

Because of the range of activities carried out by the SPDT, including engagement with young people, they have had to make sure that they have the necessary safeguarding arrangements in place.

SPDT recommend Locality and Dorset Community Action as sources of advice and support.

Appendix 4 – A Comparison of Existing Development Trusts

As part of a programme of work to set up a Development Trust in Bridport, two of the founding members of the Trust carried out a review of other development trusts, including how they are organised and managed. They visited four trusts in Swanage, Lyme Regis, Exeter and Glastonbury, all of which are similar to the Bridport Area Development Trust (BADT). They have been kind enough to share the results of their review with us, which are reproduced in this Appendix. At the end of the Appendix there is a table which provides a detailed comparison between the various Trusts.

**Swanage and Purbeck, Lyme Regis and Exeter** are all set up as charitable development trusts – similar to BADT – while **Glastonbury** is a community development trust with members owning shares.

**Swanage and Purbeck and Lyme Regis** support a range of their own activities as well as projects promoted by other local groups.

**Exeter and Glastonbury** are self contained within their own buildings and have no outside activities.

**Some common features of the trusts:**
1.  All Trusts have an interest in local development, preservation of buildings, and social and cultural activities
2.  Individual trust projects are expected to be based on a strong business case and to be self funding, with little or no cross subsidies
3.  For income all trusts rely almost entirely on earning income from spaces hired out for individual sessions or from short and long term hire or letting agreements
4.  Most have close links to their local government councils and are supporting local area development plans.

5. Local authority funding and grants are now considerably reduced and fewer funds are now available for social activities such as day clubs and youth centres.

**Some differences between the trusts:**
1.  Lyme Regis has the longest experience and sees itself largely as an independent organisation with a part-time CEO.
2. The most flexible model is Swanage and Purbeck that has its own projects and also acts as an umbrella organisation for affiliated projects/activities that are self-governing and separately funded. We have their guidelines for these latter projects.
3. Both Exeter and Glastonbury work as self-contained entities based on their own extensive buildings and are less directly relevant to BADT. Neither are involved in any out-reach services or externally based community projects.

**Which Trust 'model' for Bridport?**The most flexible and low cost approach is that followed by the Swanage and Purbeck Development (SPDT) Trust which has no central office and low overhead central management costs. It has its own individual projects as well as others that are locally affiliated and separately managed.

BADT has the Literary and Scientific Institute (LSI) and the West Bay Discovery Centre (WBDC) in the chapel. There are other local projects that might be interested in being affiliated to BADT provided they are sound and independently governed and funded**.** This model would also allow for close co-operation with Bridport Town Council and other local trusts such as the Museum, Bridport Arts Centre, and social and sports clubs.

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| **Table Comparing Local Development Trusts**  |
| **Name of Developt Trust** | **Swanage & Purbeck** **(SPDT)** | **Lyme Regis****(LRDT)** | **Exeter Community Centre** **(ECC)** | **Glastonbury Red Brick Building (RBB)** | **Bridport Area (BADT)** |
| **Websites** | www.sandpdt.org.uk | www.lrdt.co.uk | www.eccentre.org | www.redbrickbuilding.co.uk | www.bridportadt.org.uk |
| **Objective** | **Charitable delivery vehicle**, advisor and catalyst for projects identified by the community. Offers support for projects which meet the objectives of the Trust and which are financially viable and sustainable | **Community based organisation** that works to stimulate the economic, social and environmental well-being for all in Lyme Regis and its surrounding area | **Social enterprise** aiming to provide a hub for local residents and organisations with a wide variety of spaces for groups and individuals e to hire and lease a wide variety of spaces for groups o | **Community benefit society** creating experiences and opportunities for all to share. Has rooms and spaces to hire and lease. Profits return to benefit the RBB communitySee themselves as a place for common interests and very much as a community business | **Local charity** promoting and delivery of community projects for the benefit of the public of urban and rural regeneration in areas of social and economic deprivationConstituted to act as a Buildings Preservation Trust |
| **Year fully established** | Established in 2013 | Established in 1998 | Trust formed in 2010 by Exeter St David’s Neighbourhood Partnership.Centre and fully established in 2013 | In 2009 it offered £100 shares and became fully open in 2012 | Established in 2009 |
| **Summary** | **Acts as direct delivery vehicle for charitable projects and an ‘umbrella’ charity for local organisations.** Acts as advisor & catalyst for projects identified by the Community. Supports projects that meet Trust objectives and which are financially sustainable. Helps to deliver local strategic plans | **Local charity for community projects identified in Lyme town and area.** Independent and self-contained. St Michael's Business Centre provides business units which, with another commercial and domestic building, contribute significantly to core costs of LRDT. Each project needs to be self-financing. All earned surpluses go back into organisation. Well established locally and regionally. Supports local plans and its own identified initiatives | **Social enterprise and community hub** for local residents and organisations in St David’s area. Earns income by having rooms & spaces for hire and rented tenancies for one or six years. Individual groups organise their own activities and finance. ECC has no out-reach activities of its own | **Community benefit society** open to individuals and local organisations. Currently has over 300 shareholders who have invested around £125k. Over £950k total raised for renovations. Earns income by space hire for events, short-term tenancies and longer-term leases. It has not accepted large grant money. All activities are within the building and grounds and it does not itself organise its own outreach services. All activities within the building and grounds. Does not organise its own outreach services, some volunteers help with outside talks | **Local charity for community projects** identified in Bridport area. Independent and self-financing. Currently mainly concerned with restoration of the Literary and Scientific Institute (LSI) in Bridport, restoration of ex-Methodist Chapel in West Bay to become a Discovery Centre and supporting the possible future of St Michael’s estate |
| **Initiatives** | The Centre (previously Swanage Youth & Community Centre), development of a new Museum/Heritage Centre, new Sports and Social Centre, and a Volunteer Bureau | Identify gaps in all seasons economy; Creative digital media centre; Lyme Regis enterprise centre; & Affordable housing and library | Focused on organisations to hire and take rentals. Renovation of unused top floor rooms and facilities | Has a dedicated Artisans Work Space and hosts exhibitions by local artists, organised by an Arts Committee. Takes 20% for sales. It welcomes works from local schools and colleges. Community garden and weekly youth club.  | West Bay Discovery Centre (WBDC, formerly Chapel) |
| **Board of Trustees** | **Chair and five other trustees from Swanage & Purbeck area** | Chair**- quarterly rotating with** five **trustees from Lyme Regis area**  | Chair and five other trustees | Chair and eight trustees. Now recruiting for secretary and treasurer  | Chair and seven other trustees, all from Bridport area |
| **Charity status** | Registered charity and company limited by guarantee  | Registered charity and company limited by guarantee | Registered charity and company limited by guarantee | Registered as a community benefit society | Registered charity. Also applying for company status |
| **Members of Trust** | Local charitable organisations and associated projects | 120 members (£1 lifetime membership) and through its own projects | Mainly through associated projects | Over 300 share holders with minimum investment of £100 | 50 members - Trust membership open to local supporters, community groups and organisations |
| **Local****members forum** | Swanage Town & Community Partnership and Swanage 2027 | Lyme Forward - Now a Community Interest Company [CIC] and no longer part of LRDT but remains a strategic partner | St David’s Neighbourhood Forum | At present no dedicated local members forum for consultations with wider non-shareholder community | Bridport Local Area Partnership West Bay Community Forum |
| **Links to Council**  | Swanage Town Council | Lyme Regis Town Council & West Dorset District Council | Exeter City Council | No active links to local councils and no representative on Board | Bridport Town Council and West Dorset District Council |
| **Local Area Plans** | Community Strategic Plan “Looking into the Future 2007-2027″ and Swanage Local Plan 2015-2027 | Town Plan “Lyme Forward” led to community support for services, food-bank, and credit union, which are now managed by Lyme Forward CIC, a separate entity (as above) | Greater Exeter Strategic Plan 2017Exeter Community Development Strategy 2016[http://exetercommunityforum.net](http://exetercommunityforum.net/wp-content/uploads/2016/06/Exeter-Community-Strategy-adopted-22-03-16.pdf)Vision 2020 for St David’s Neighbourhood 2017 | No recognised local area development plan | Bridport Local Development Plan, with consultation now underway for local strategic plan |
| **Main Assets** | **Freehold of the Centre** (previously the Swanage Youth and Community Centre) | **Community projects** & room hire**Lyme Regis Business Centre** with 7 Units let commercially and one with community rooms for hire.**Retail shop and flat** | **Trust owns large listed building** with 43 rooms and attached gardens. Space will increase when it has raised funds to redevelop the presently unused top floor | **Red Brick now owns the freehold of the old Moorland factory** buildings and attached gardens | **Trust owns LSI and West Bay Chapel** |
| **Main projects or activities** | **Direct Projects****The Centre -** with a full time child minding, wraparound, holiday club for age 0 to 11, a Youth Club and space for hire by a number of Community organisations**Swanage Museum -** Development ofa new Museum/Heritage/Visitor Centre**Swanage Football Club -** Development of a new Community Sports and Social Centre**Volunteer Bureau -**Matching volunteers to local charitable organisations **Advisor/catalyst for local organisation projects****Umbrella Projects** – Art Workshop, Fresh Prospects, Link Visiting Swanage, Action for Refugees, Swanage Dementia Friendly Community, Community Defibrillator Partnership | **Community projects & room hire****LymeNet** – Centre for learning skills in Maths, English, IT - aimed at career advancement and advice**The Hub** – Youth Centre with many activities in its large hall, stage, kitchen & café, and suitable rooms - all for hire**Fossil Festival** – Annual coastal educational festival celebrating and promoting famous local geology & palaeontologyLyme Regis Resource Centre - a place that helps people in the community to get what they need | **Rooms for hire and tenancies** with 20 letting rooms & admin offices after recent refurbishment**Tenants** – Alliance Francaise, Devon Development Education, Devon Gardens Trust, Posture Mobility Group, Refugee Support Devon, St David’s Neighbourhood Partnership, YMCA, Open University, Superact – organises classes **Classes** - choir, dance,yoga, pottery, language classes**Social events -** receptions and parties |  **Rooms and work spaces for hire** with about 20 tenants. Has rooms and spaces to let, cafe & admin offices after recent refurbishment. Tentative plans to redevelop adjacent dilapidated building**Tenants** – includes various artists, architects, Barnardos, holistic health practitioners, and groups for books, films, property, individual designers and textile designers and makersSee https://redbrickbuilding.co.uk/enterprise/meet-our-tenants/ | **LSI as business hub with space to hire o**pening in 2017/2018 with tenancies and rooms for hire, training facilities, work hub, meeting rooms, and small start-up office spaces**West Bay Discovery Centre -** chapel now undergoing renovation |
| **Trading****Company** | Registered | LRDT Property Mgt Ltd - wholly owned company - for VAT on lettings of 2 owned properties & mgt of 3 properties | Registered | Community Benefit Society | Recently registered with Companies House |
| **Turnover****/yr****Grants** | £15,000 £100,000 | See below:-Variable, some ‘corporate’ and/or ‘philanthropic’ but seen as ‘grants’.Small donations only in low £100’s | Total annual income about £170,000/yrNone | Total annual income about £162,000/yrLoans from individuals, some small grants and one large grant from Power to Change of £248k  | Heritage Lottery LSI £2.4mWest Bay Chapel £250KThird of LSI income goes to fund the Trust |
| **Total Trust budget/****year** | £25,000 | 2016 annual accounts (includes wholly owned subsidiary –‘LRDT Property Management Ltd’)Income c.£280,000Budget projections similar | Approx. £170,000/year | Approx. £162,000/year | Approx. £5,500/year |
| **Main Office & employed staff** | No central office or employed staff – only by and within individual projects | Office within Hub, with part-time executive officer and 6 other part-time staff | Office within Centre, with full-time centre manager and staff of 4 FTE for accounts, bookings, caretaker, & administrator | Office within Red Brick, with centre manager 4 days/week. Staff 5 FTE for manager, bookings, marketing, events, gardening, project building, arts and events manager | No central office, LSI has part-time centre manager |
| **Volunteers** | None directly, only within projects | Within the Hub, Youth Centre, LymeNet, Resource Centre and Fossil Festival | On reception desk, in gardens & cafe | About 35 active volunteers in reception, work spaces and gardens | No system yet established |
| **Contract services** | Contractors for Facilities Management of the Centre | For cleaning, lifts and fire alarm systemsPreferred contractors & specialists for building maintenance | Cleaning contract | Cleaning contract | Currently under consideration for LSI |
| **Cafe on site** | No cafe  | No cafe, space to hire for occasional cafe use  | Mulberry Cafe – in building with an outside contractor | Bocabar Cafe – in building, with an outside contractor | LSI will have small canteen |

Appendix 5 : Lottery Funding

The National Lottery was launched in 1994. Ticket sales were £1.2billion in the first year, rising to £5.5billion in 1997/98, since which sales have stayed at about that level, with small annual variations. In 2010/11 Lottery ticket sales were £5.8billion.

The proportion of Lottery ticket sales that is paid out to Good Causes has been about 27%, so in 2017/18 £1.6billion was paid to the Department for Culture, Media and Sport to share amongst the UK’s good causes. This money is distributed through a number of distributing bodies. There has been some change in the make up of these bodies, which were as shown in the table below in 2017/18.

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| Distributing Body | % of Total Paid |
| Arts Council England | 22% |
| Arts Council of Wales | 1.2% |
| Creative Scotland | 1.3% |
| Arts Council of Northern Ireland | 0.2% |
| British Film Institute | 3.9% |
| Sport England | 9.3% |
| Sports Council of Northern Ireland | 1.1% |
| Sports Scotland | 3.8% |
| Sports Council of Wales | 1.1% |
| UK Sport | 3.2% |
| Heritage Lottery Fund | 30% |
| Big Lottery Fund | 22.9% |

The Big Lottery Fund was set up in 2004, with a remit to give grants to organisations in the UK to help improve their communities. Over 80 per cent of its funds go to voluntary and community organisations, it also makes grants to statutory bodies, local authorities and social enterprises. These grants are for projects in health, education, the environment, and the charitable sector. It funds projects in line with objectives set by the government but does not fund services which other parts of government have a statutory responsibility to deliver.