



Trustees' Annual Report for the period



	Period start date			Period end date			
From	01	04	2021	To	31	03	2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Janice Lewer	Chair		
2	Lynne Kemp	Treasurer		
3	Jo Emberton	Marketing & Publicity		
4	Alison Perry	Secretary		
5	Suzanne Craven	Trustee		
6	Janet O'Neill	Trustee	7 th Feb 2022	
7				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Type of adviser	Name	Address
General	Peter Dunn	ABD Centre Manager

Name of chief executive or names of senior staff members (Optional information)

Mrs Leila Allen – Project Manager
 Miss Rachel Allen – Team Leader – Community Family Support

Description of the charity's trusts

Type of governing document	MEMORANDUM AND ARTICLES OF ASSOCIATION INCORPORATED 19 MARCH 2009
How the charity is constituted	Limited company
Trustee selection methods	Appointed by existing Trustees

Additional governance issues (Optional information)

During this year, we have appointed a new Trustee Janet O'Neill. Janet is a minister in the Anglican Church. Janet previously worked as a CBT therapist for young people in care. Janet holds a diploma in counselling and a BA in Theology and was also a school Governor. Janet has a wealth of knowledge and experience, and her passion and enthusiasm means she is a great asset to the Board of Trustees and to the Family Centre.

This year was year 2 of 3 of National Lottery Funding – the Reaching Communities Grant. We are fully funded this year however this is reducing to 50% funding in the final year. Funding has been received from Help Through Crisis – Citizens Advice this ended in June at the end of what has been a 5-year project. Funding has also continued through the Martin Lewis Covid Relief fund. We continue to be supported by Local Churches, businesses and individuals funding going forward.

The last year has been an eventful year with the easing of lockdown in July and the introduction of re-opening our groups and being able to meet face to face fully once restrictions were lifted. We have continued with developing links with other professional bodies. Our work through schools has significantly increased in frequency delivering befriending sessions within the school setting.

The Trustees and staff took a leap of faith as we moved from the Bungalow to our new premise in the ABD Centre. The rewards of moving to a larger, central, community building have been abundant throughout our work and has steered the direction of the project into new and exciting territory. Staff and Trustees have taken this in their stride and as always have risen to the new challenge! We express our thanks and gratitude to our Trustees for their support and encouragement through this process and their ability to share the vision that the project should evolve in ways that meet the needs of the community.

All Trustees appreciate the dedication and commitment of all staff and volunteers, equally, we are lucky in that all Trustees have an active input and role in managing the project. Their work behind the scenes in matters of finance, safeguarding, accounts, recruitment etc is integral in maintaining the project adheres to the legal requirements of registered charities and limited companies and we appreciate the time, knowledge, and dedication this takes.

The Trustees are acutely aware of their growing responsibility as BFC continues to develop and increase its workload and size. Community and other agency reliance on BFC has continued to increase. We are happy to report that we successfully recruited an additional full-time Community Family Support Worker Zoe in September 2021. It's been great to welcome Zoe; with all her skills and experiences she has become a valued member of the team! We were delighted to welcome back our long-term volunteer Collette and welcomed several new volunteers who have all contributed to our groups and fundraising activities. We are lucky to have them as part of the team here at BFC!

We would like to give a huge thankyou to Peter Dunn – ABD Centre Manager and Steve Shuttler – Centre Caretaker for making us feel so welcome! All their hard work getting the rooms ready for us, how accommodating they have been assisting and promoting our events and working in partnership with us. It's been a pleasure to see life being brought back into this wonderful building!

As said this year we have been fortunate in that we are fully funded by the National Lottery which has given us the space to concentrate and focus our energies on moving premises and developing services. We continue to rely on external funding from a variety of sources including grant making bodies, local Churches, businesses, and individual giving. We are acutely aware that funding from the National Lottery reduces significantly next year, and we are actively seeking replacement funding.

Section C Objectives and activities

Summary of the objectives of the charity set out in its governing document

Our Aims:

- Strengthen family relationships, supporting individuals as they develop their ability to care for themselves, their family, and the wider community.
- Help parents/carers understand and meet the needs of the children and young people in their care.
- Help people to overcome their difficulties and make lasting positive change, supporting them for the duration of time they need to make sought after changes
- Enable service users to develop holistically, in mind, body and soul.

We will do this through:

- Individual support including emotional and practical care to children, young people, families, and individuals.
- Professional and affordable groups and activities for children, young people, and adults, developed in partnership with service users and other agencies.
- Developing, maintaining, and working in partnership with other agencies
- Offering a community focal point where individuals can meet and are encouraged to become actively involved in the decision-making process and service delivery.
- Opportunities that enable personal growth, self-confidence and esteem, respect, and positive self-image.

Intended Outcomes:

To help people turn their lives around, increasing the chance for everybody to have loving and secure futures with a sense of respect and of worth.

Summary of the main activities undertaken for the public benefit in relation to these objects

Giving a helping hand – providing specific packages of care support & practical and emotional support for individuals in times of crisis and need. As the third lockdown was lifted and local restrictions began to ease from April 2021, we resumed face to face services for family support & befriending and mentoring of young people both in homes and here at the Centre wherever possible. Where people were still isolating or identified as close contacts we would resume working over the phone or via door stop visits. We have continued to provide emergency food, gas and electric, clothing and household items for families and individuals, transport to appointments i.e., medical, school, support groups. In our close working relationship with Children's Social Care, we have also provided clothing and baby goods.

Our move to the ABD Centre was completed in April 2021 and Peter & Steve have made us feel extremely welcome. The move has given us the opportunity to engage more with the community in a way we could not do at the bungalow which restricted our reach. We have held a number of our events and pop-up shops in the large community room of the ABD Centre which has helped highlight our work, helped us meet new people and increased footfall of those seeking family support and attending groups at the Centre.

Our first event was a pre-loved uniform shop. We sourced donations from local schools and residents and then sold them at our pop-up shop in August to raise money for BFC but more importantly to allow people to access good quality uniform at affordable prices.

Both Baby and Toddler and Monday Adult drop-in groups commenced in September 2021. Toddler & Baby group started with a baby celebration day. We had come across many stories of isolated mums during lockdown, with restrictions on antenatal appointments, the births of their little ones, visitors to their homes and lack of face-to-face services and groups, no christenings, baby showers or birthday celebrations. And so, we wanted to dedicate our first session to celebrating these little ones and make a fuss of these new mums. We had balloons, cake, sweet cones and made keepsakes it was a lovely way to open group back up and a great way for these mums to come and show baby off!

We ran a Volunteer Info Day and actively recruited for new volunteers throughout the year. Collette our longest standing volunteer was over the moon to be back for groups, and we were grateful to have her wealth of experience and infectious personality back in the building! As a result of our recruitment drive, we welcomed Shirley, Naomi, Maggie & Michelle, Di, David and Carol to our volunteer roster! They have become much loved & integral members of the team! We could not do what we do without the help, support and prayers of our volunteers who work their socks off to help in groups and our events and we want to take the opportunity to express our sincere thanks for all they do!

Prayer meetings and Monday adult drop in were back up and running in September and have run smoothly in our new building. We were invited onto Rossendale Radio at the end of September 21, and we spoke about the work we do and advertised our groups and events.

We have routinely worked closely with Citizens Advice, and we were delighted to be able to provide them space in the Loft to run their training in October which we were able to attend. Sarah has then been along to our Monday Drop in as a regular face and able to provide advice if needed.

In October we ran a Toy Sale and Coffee morning. This was the same principle as the uniform shop we asked for donations and then sold them on for a small donation to help raise funds and awareness of what we do and to allow people to grab a bargain in time for Christmas whilst still providing and not accepting "charity".

Throughout November and December our focus was on our Christmas events as well as the increase in referrals and needs for families during the Christmas period. Staff and volunteers handmade Christmas crafts and baked goods to sell at our fair. Big thanks to the local businesses that donated amazing prizes for our raffle and tombola. Our Christmas Fair on 27th November was well attended and not a tombola prize remained! We then ran a successful Christmas Quiz and Carol night in the Loft space which was great fun for both children and adults in attendance. Everyone commented on how much they had enjoyed the evening and expressed an interest in attending similar events.

We would like to take the opportunity to thank everyone who has contributed personal donations and individual monthly givers, your continued support enables us to continue to provide our services and support across the valley. To all the local businesses and valley churches for their continued support and contributions and a special thanks to Bacup Fellowship of Churches Charity Shops for all their support and generosity this past 12 months.

One thing that's important to mention is the ongoing support from our local community for the work we do and support of our events, in sharing our posters and social media appeals, bringing donations into the centre, and gifting amazing prizes for our raffles. We have also been extremely lucky to work closely with Mark & Joanna at Tesco Rawtenstall, Laura at ASDA and Natalie at Morrisons Bacup they have contributed so much from toys, selection boxes, food, refreshments for our events, uniform, their time and much more! We have also had regular contributions throughout the year from Cotton Traders of brand new clothing, shoes, coats, bedding, household goods and more which has allowed us to give to people in need, other agencies and sell at our pop up shops. The theme of this year has certainly been community spirit! and we have been delighted to get back to some sort of normality and put on our events and groups.

Befriending has continued to be a large part of our work. As well as befriending sessions here in the Centre and in the home our Community Family Support Workers continued going into local schools and it has worked well having a designated time to go in and do their work each week. Empowered, our girl's group, resumed in November 2021 for the first time since before Covid! This has been delivered slightly differently than previous years and now runs once a week at All Saints High School

where the girls attending are referred through school and the group then runs each term with a new set of attendees each time. 9 girls attended from November through to Christmas and another 9 girls from February through to April. The sessions were used to discuss and work on things such as body image and self-confidence, bullying, peer pressure, grooming and animal cruelty.

A new and exciting development in our work that evolved from a council led community meeting to discuss concerns of anti-social behaviour within the town centre and Stubblelee park, has been our detached youth work and Solutions, a Community Youth Project! Solutions is a direct response to look at finding solutions and support around anti-social behaviour and meeting the needs of our local young people. A focus of Solutions meetings has been finding out what the community, residents, groups and businesses can give and contribute to improving opportunities for children and young people, removing the focus from what's going wrong to what can be made better.

Our Family Support Workers have been carrying-out evening walk-about's since November 2021 once a week to engage with the young people and explore what it is they want and need and how life for them can be improved. This has continued come rain or shine. Relationships built quickly and the young people openly shared what they would like to see in youth provision. In reality they weren't asking for much; somewhere warm and safe, and somewhere to meet and chat with their peers and staff alike – and of course snacks!

Solutions is very much a community togetherness project and not solely the responsibility of the Family Centre. The objectives of which are;

- To provide a safe environment for children & young people to meet up with each other, build on their social skills and ability to make positive choices and have fun.
- To alter the culture of how children & young people are perceived locally through effective engagement within the community, residents, and local businesses, building mutual respect and togetherness.
- Actively involve children/young people, residents, and local agencies in resourcing and delivering activities and support.

The joint efforts of all attendees of our meetings, which included residents, young people, police, local councillors, local community groups and organizations to name a few, has resulted in a project that has grown significantly and at a fast pace. Our goal for next year is to have an additional Town Centre premise for the use of local youth and children's provision! Thank you to all who have been involved in the project (there are too many to mention individually!), your commitment to the children and youth of our town and vision has taken this from a pipe dream to a reality. It's by working together we have shown we can re-establish our community culture of supporting, valuing, appreciating, and protecting our children and young people. We'd like to the opportunity to thank Andrew Walmsley for chairing the project and his invaluable support also to Maggie for her dedication to fundraising!

Our thanks also extend to our Trustees for their faith and trust in the Solutions Youth Project that has come at a time where we had already taken on much larger premises and the commitment to sourcing and resourcing this. Their sharing of our vision and commitment to provide provision for local children and young people has allowed us to continue to develop and meet the needs of the community in which we serve and for this we are extremely grateful!

Our befriending of children and young people has continued throughout year; back to face to face sessions and support. Four of our local schools have provided a safe space and time slot for workers to go in and provide befriending sessions with students. In addition, three of the local schools have expressed an interest in expanding this service so other young people can benefit. Befriending has also taken place over the phone via WhatsApp or zoom, in local parks for walk and talks and in the Family Centre, all dependant on local restrictions.

We have always firmly believed in partnership working and working together to provide the best outcome for the families and individuals we support. This year we have been extremely blessed in that there is now a dedicated neighbourhood policing team for Rossendale, and we have worked closely with them around family support, befriending and mentoring of young people and helping to get our project Solutions off the ground. They have been a fundamental part of the youth work we have done

this year and we foresee this great working relationship to continue for many years to come. The trust that the neighbourhood policing team and family support workers have with the local youth has been invaluable in our engagement and progress.

We continue to work closely with other agencies such as Children's Social Care, local schools, Citizens Advice Bureau, local police, Council for Voluntary Services, and more recently the Community Alcohol Partnership, the ABD Centre, Rossendale Borough Council, GP's, Health Visitors, Children's Family Wellbeing Services, Inspire, Dansworks, Training Providers, hospitals, paediatricians, housing, and benefits providers.

This year we have seen an increase in referrals from statutory services who are only able to offer time limited support such as Children's Family Wellbeing Services and local Health Visiting teams. There has been a noticeable pattern of referrals for 2–3-year-olds experiencing behaviour issues and also mums who are feeling isolated. We believe this to be a direct result of lockdowns and the lack of socialisation these little ones and their parents have had for the last 2 years. In many of these cases intensive support was not required, and behaviour techniques and local social groups were provided as a means of support.

During the last year we have provided both practical and emotional support to families and individuals and seen progress within the following areas, for e.g.

- Supporting those living with addiction and their families i.e., drugs/alcohol detox and rehab and the effects that addiction has on children and family life.
- Improved family relationships.
- Support and intervention within incidents of anti-social behaviour within the community/other settings.
- Advice and the provision of activities that have improved physical and mental health and well-being.
- Improved health and safety within the home.
- Provided essentials for the home/setting up a home, family living i.e., furniture, clothes, beds/bedding/curtains etc.
- Worked with families to make education and online learning accessible. Where this proved to be difficult, we secured places in school so that children could attend and access learning.
- Improved skills in managing a home, finance, living within and budget and reducing debt.
- Assisted people and attended health/other appointments, providing transport, advocacy and emotional support.
- Securing appropriate housing, working with social and private landlords.
- Provision and delivery of food parcels, gas, electric and petrol in times of family/individual crisis.
- Financial support and provision of school uniforms and equipment.
- Provided Christmas and birthday presents.
- Support with issues of separation, bereavement/grief, and loss.
- Support for people experiencing isolation and loneliness.
- Supporting children and young people within family relationship - bonding/attachment issues.
- Supported parents in increased awareness and ability to provide basic needs- food, safety, warmth, sleep, shelter, clothing, care and protection and love.
- Increased parental awareness and responsibility i.e., guidance and boundaries – reinforcing a sense of family security and of being loved/valued.
- Improved personal safety – within the home and community.
- Support for those who self-harm and want to end life.
- Support for and increased confidence, self-esteem, and self-image/identity for children, young people, and adults.
- Support and parental increased confidence in managing children/young people challenging behaviours.
- Parental and young people support in anger management, verbal and physical aggression & understanding the root causes of their/another's anger.

- Domestic Violence - support and help for victims of abuse and support for those who harm others.
- Abuse – support for victims of abuse in all categories, supporting children, young people and adult victims of childhood abuse.
- Support with managing challenging behaviour for parents and individuals - learning and gaining skills to practice self-control and discipline.
- Support around issues of actions and consequences and taking personal responsibility and criminality ASB.
- Support with personal development and taking on new challenges.
- Living with and understanding/managing mental ill health and its effect on all areas of life and relationships.
- Providing for daily living needs - food, clothes, furniture, and emergency gas and electric.

Around 90% of the families and individuals that we have supported this year continue to have complex and multiple needs. Our wide range of supporting family and individual needs and the geographical reach has remained a core of element of service provision. What has remained is the degree of unpredictability of needs of those who seek our support at any given time. There has been an increase in requests for urgent support, which is on-going and confirms that there is a growing need for BFC to remain within the local community, and the need for our ability to provide a wide range of services and responding to a vast variety of collective and individual needs in a flexible and quick responsive manner.

Trustee involvement has remained, meetings have continued, and regular contact and support has been readily available from all. Trustees were fully involved and actively supported the recruiting process for our new Community Family Support Worker, being part of the interview process and panel. Trustees and staff are aware of the need to recruit a further Trustee and have been using their Church and personal contacts as a source.

Family Support Workers experience of managing and supporting families and young people within different situations continues to be a major strength. Their flexibility, determination and compassion has been rewarded as the lives of those they support have changed and improved for the better. Their approach to a family's/individual's time of 'stuck ness' is seen as a head on challenge of working with the family to find the right solution for them, one that can be a skill/tool for equipping them for the future.

Staff meetings "Huddles", supervision and caseload supervision have continued throughout the year. Within each of the meetings safeguarding, risk-assessments, finance, premises, training and the well-being of staff and volunteer are regular items on the agenda. All support and activities remain under the management of a local Trustee Board, who understand the community and the issues and challenges that people face.

Summary of the main activities undertaken for the public benefit in relation to these objects

During the past year we have continued to support families and individuals with a vast and wide range of issues whilst navigating the on-going Covid pandemic and our move to new Town Centre premises at the ABD Centre. Our decision to move into and share in the ABD community building has certainly proved to be a great success and reward for a huge leap of faith and is proving to be key in the development of future services, support, and community activity days.

What has been extremely encouraging is our growth in partnership working with local agencies and the relationships built and mutual support, we are grateful for our links and shared values with ABD Community Centre, Police, Schools and Local Counsellors, Children's Social Care and Churches, to name a few. All contacts have been strengthened and our meeting together has increased in frequency and aided much of our service delivery, scope and support for those in crisis and need.

We have continued with our aim to build resilience, encouraging people to take responsibility and control of their own lives. For many they have inherited harmful habits and aspects of behaviour that negatively impacts their lives, often leading to isolation and social exclusion.

This year we have provided:

- ✓ Intensive family support to 76 families, 166 individuals = 72 adults and 94 children/young people.
- ✓ Ad-hoc family support to 18 individuals.
- ✓ 15 young people received befriending and mentoring individual support.
- ✓ Empowered girl's group 18 young ladies attended.
- ✓ Weekly term-time pre-school Toddler group play total attendance 138.
- ✓ Adult Drop-in = 21 where ages range from 18 years to 75.
- ✓ Solutions – Young people weekly walk abouts and hot-dog sessions 40.

Throughout the year we have supported a total of 180 adults and 236 children giving us a total of 416 people. Considering our groups did not start until September and November we foresee this number will increase further next year as our reach expands and we run at full capacity.

We have robust monitoring and evaluation processes rooted in highly effective record keeping and regular team meetings and supervisions.

Our success, our outputs and outcomes are monitored by: -

- i. individual action plans completed by the family/worker at the start of and throughout their support
- ii. evaluations carried out by family at end of support
- iii. regular supervision sessions and team Huddles of staff held by the Project Manager
- iv. observations and verbal comments by others; parents, family members, staff, volunteers and other supporting professionals e.g., health visitors, teachers, social workers who all report progress and positive change
- v. multi agency meetings allow for the sharing and receiving of information/good practice and mutual support and advice, working this way makes the entire support package more effective
- vi. modelling best practice to families, volunteers and partner agencies

We continue to find that work undertaken in preparing grant applications, reporting to the Trustees, and preparing evaluation/monitoring reports for funders provides a very clear structure and evaluation of our work. Our intention remains to have an IT system that will enable all reporting and recording systems and Data Protection that will be more robust, time saving and efficient.

Through our regular Trustees' Meetings information is shared of the range and scale of support given. The meetings also form a key role in the monitoring and evaluation of support being provided through individual family support packages of care. Safeguarding has remained a high priority throughout all services delivered. In addition, we have focussed on monitoring and evaluating progress through the Centre Development Plan (see page 11).

Positive change remains to be a slow and steady process for some and will include some backward steps. Many of those who access our support live with the lasting effects of previous abuse, addiction, poverty, and other lifelong issues. Our commitment to them has always been and continues to be for the long haul, giving support for as long as it is needed and gives renewed life opportunities, health, and happiness, in this 'giving of time' we are unique in the Rossendale Valley. What keeps us positive is there is plenty of evidence that our work has truly transformed the lives of many. One way we monitor this is with regular, permissible, and anonymous case studies, which we also use as "evidence" in our funding bids and evaluation to show the impact, the difference to individual lives that BFC and those who financially support us make.

Throughout this last year we have focused on training and development and have undertaken a number of courses and learning opportunities. Zoe Leyland successfully completed a course in Youth Mental Health First Aid. All staff members underwent a Modern Slavery and Human Trafficking course which was very insightful and highlighted the issue with young people and county lines and how prevalent it is throughout Lancashire. Staff and Volunteers underwent Level 3 Paediatric First Aid & Level 3 First Aid at Work, Level 2 Food Hygiene, Allergy Awareness & Health & Safety. Natasha underwent a fundraising training course to help assist her with writing funding applications. We continue to actively seek further training to expand our knowledge and maintain our high standards.

To help our analysis we classify people's needs into three levels, depending on the amount of support needed and complexity of the issues they have, currently levels are: -

- Level 1 - need minimal support, occasional visits or contact and can be supported effectively with a befriender. Reduced need for professional family support.
- Level 2 - has more complicated needs and will need the support of a professional. They will require at least weekly contact but little need for accompanied visits.
- Level 3 - has the highest need. They have complex interrelated problems and will need multiple visits and support, including accompanying them to appointments and extensive contact, to reassure and set and monitor clear targets.

This year majority of families have come in at level 2 & 3, with the exception of those families needing ad hoc support – level 1. Several families have moved through the levels because of the progress they had made. In addition, many individuals and family members have increased in their ability to:

- Improve family relationships.
- Parent and manage children / young people with challenging behaviours.
- Manage daily life and issues they may face.
- Provide a home that is safe, secure, and loving.
- Manage their finances and work with a restricted budget.
- Communicate more effectively with family members and professionals
- Recognise issues that have a negative effect on lives and make changes to improve this.
- Recognise the benefits of a healthier lifestyle and make changes to improve health and wellbeing.
- Respond positively and make changes to inherited negative behaviours and attitudes
- Identify for themselves areas requiring change, improving life for themselves and family.
- Make positive choices.
- Improve confidence to make their views / voice heard.
- Access and part-take in therapeutic support.
- Reduce stress within the home and increase well-being
- Recognise the signs of crisis and seek support.

Brief statement of the charity's policy on reserves

Bacup Family Centre believes that the charity should hold financial reserves equating to a minimum of 6 months operational costs (the "Operation Continuity Reserve" - OCR) because:

- i. It has no endowment funding, or significant income, and is entirely dependent for income upon donor funding from year to year which is inevitably subject to fluctuation
- ii. It requires protection against, and the ability to continue operating despite, catastrophic or lesser but damaging events
- iii. Family work cannot be stopped immediately, and sufficient funds must be available to allow an appropriate "winding down" of support.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

Due to the underspend during the pandemic 2020/2021 this will extend the life of the project funded by the National Lottery as stated previously both new members of staff are now in place.

We will have a focus in 2022 / 2023 in securing three years funding from a variety of sources. We are aware that there has been a significant increase in the amount that needs to be raised as a result of the success of the Solutions Project.

Principal funding in sources for 2021/22

National Lottery
 Income from partnership with CA - Help Through Crisis
 Martin Lewis Covid Fund
 Individual giving
 Local businesses
 Local Churches
 One off donation's

Please see Audited Accounts for 2021/2022.

Section F

Other optional information

Charity Trustees continue to monitor the development plan which sets out eight objectives for the next three years. Each objective is costed both in terms of finance and human resources and have clear intermediate steps as well as success criteria. All objectives are reviewed regularly during trustee meetings.

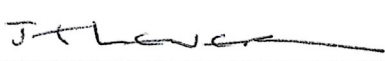
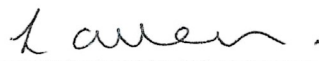
- a) To develop volunteers in number and ability.
- b) To create greater financial stability of core funding.
- c) To raise profile of the Centre Open events.
- d) To respond to changes in legislation that affects families.
- e) To develop and effective IT based record system
- f) To develop effective partnerships
- g) To develop a clear strategic plan for the Centre for the next 10 years
- h) To ensure compliance with all relevant legislation regarding the work of the Centre.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Janice Lewer	Leila Allen
Position (eg Secretary, Chair,	Chair of Trustees	Project Manager

Date 14/06/2022