

# ANNUAL REPORT 2016



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## Acknowledgements

### Executive Committee Meeting Venue:

We would like to express our sincere thanks to Richard Metcalfe and all the staff at Rogerthorpe Manor Hotel for their hospitality.

### Website Hosting:

Panda IT

### Photographs courtesy of:

Friends of Friarwood Valley Gardens  
Pontefract Heritage Group  
Pontefract and Caslteford Express  
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Peter Cookson  
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# CHAIR'S REVIEW OF 2016



## What have we seen that is positive?

This year has seen the transition continue, which I mentioned in my first report as Chair. However, taking this a step further towards transformation is often the aspiration for organisation, and that's certainly what has been in my sights, though this requires wider commitment.

2016 has seen the joy of a new book on Pontefract being created by the late Martin Lodge, (Vice Chair of both the civic society and Pontefract Heritage Group), and then the sadness of Martin's passing. A substantial void was left in all our lives when Martin's huge presence left us, though we have continued to fill that with the success that Martin felt civic organisations like ours could achieve.

## Key Achievements

- The launch of the Junior Civic Society at Carleton Park J&I School, later followed by Larks Hill, Halfpenny Lane and The Rookeries – all from Martin's initiative, something which his wife Gill will continue.
- Magna Carta monument ceremony with Michael Sayles Fox, Deputy Lieutenant of the County of West Yorkshire, Yvette

Cooper MP, and Cllr Denise Jeffery present together with Carleton Park J&I School – the latter representing the Junior Civic Society.

- Our Executive has been joined by Ian Wood, Ian Hookham and at the very end of the year, Andy Leonard-Brook (MD of Panda IT Solutions Ltd), and I've introduced a number of guest speakers to challenge our thinking, starting in April with Dean Smith (Tap & Barrel), followed in May by Adrian Curtis, Executive Director of Groundwork North, East & West Yorkshire. Then in September we heard from Chris Pilkington, Deputy Chief Officer of Yorkshire Local Councils Association.
- Our growth in membership, especially business members, has been a labour of love - thanks to those who have joined, and all I can say is "perseverance pays off".

## Working Together

Wakefield MDC took on board two of our fledgling ideas. Firstly for young people to appreciate the town's architectural features, which resulted in the Spotters Guide (now available at Pontefract Museum), and on Yorkshire Day we saw old photographs of shop fronts collated into a trail; both of these under the umbrella of the Townscape Heritage Initiative (THI) education strand.



The society continues to promote and support the work of others, where there are common values and interests for the benefit of Pontefract; namely The Crescent Project, Pontefract Heritage Group, Friends of Friarwood Valley Gardens and Pontefract Lionesses. As well as these, other groups have benefited from free space in our regular newsletters, 'Pontefract Voice'.

We have also continued to refresh our notice boards in Pontefract Bus Station at regular intervals, which benefits both the civic society and The Crescent Project - thanks to Helen Quarmby and her team.

We have also enjoyed continued support from the Pontefract & Castleford Express, through editorial content, photographs and letters being published in support of our activities.

## Bussiness & Civic Pride

Our Design Awards for 2015 were presented at our 2016 AGM, which praised a number of property improvements, with the Countess of Rosse Façade of the Year being presented to Suzi's Boutique.

Following our first Christmas shop window competition in 2015, its success spurred two similar events in 2016. Firstly, Yorkshire Day, where Southgate Bathroom won, and then 14 Christmas window displays were judged with Hark Interiors gaining 1st Place. Karen Morley (Director) said "I believed the competition to display a Christmas window was an opportunity to make Pontefract stand out from the crowd.

A town that's going places gives confidence not only to shop owners, but more importantly to consumers, without whom we wouldn't exist. Thank you for supporting your local businesses". Councillors, artists and schools were involved in judging the two competitions, and it would remiss of me not to thank Cllrs Jeffery and Jones, Faye Johnson, Bob Clayden, and representatives from Carleton Park J&I School, the King's School and Carleton Community High School.

We were fully engaged in the participation and promotion of the Tour de Yorkshire and Yorkshire Day; the latter included managing grants for bunting which was decorated by school pupils.

## Movers & Shakers

In March, I attended an event at Unity Works - 'Placemaking for Wakefield District', where it was great to be in the company of a range of public and private sector organisations. Though for Wakefield MDC, we need to press for the output of workshops and meetings to be turned into formal plans and delivery projects to enhance Pontefract; we'll look forward to working on that.

Following the success of Armed Forces Day in Pontefract Park, I attended an official reception at Wakefield College, flying the flag for the civic society, which was attended by the Mayor of Wakefield, plus Michael Sayles Fox DL, and other guests.

Whilst the much promised Area Council's model from Wakefield MDC was not delivered, we've made the best of our continued relationships at all levels of the authority, with quarterly

meetings at the 'top table', through into the West Yorkshire Combined Authority to push for improved rail services; that work goes on.

The Society was really pleased with the result of the Haribo £40,000 investment in Pontefract's new Christmas lights; we were pleased to be consulted on the designs, and also felt some success following our suggestion to relocate the Christmas tree.

## Heritage

From the spring, we took advantage of partnering with the University of York on a digital heritage project with Bridlington Civic Society and the Friends of the Chalk Tower (Flamborough). This led onto attending the '(Re)negotiating Expertise and Participation Conference' at York University, which was primarily an event for professionals in the heritage sector.

Heritage Open Days saw Yvette Cooper MP launch our event brochure, and the festival delivered our best numbers yet across 15 locations. Thank you to all host venues for their support of this event, but in particular to The Crescent Project and Wakefield MDC at Pontefract Castle, which generated huge numbers towards our 1,000 total of visitors over the weekend.

## Being part of a bigger network

Christine and I have actively participated in regional meetings in Harrogate, Doncaster, Whitby and Goole, bringing photographs, leaflets and ideas back to Pontefract to add to our resource bank for future projects. On top of that, after I was elected as a Trustee for YHACS at the 2016 AGM, I have fully participated in three committee meetings in York.

In summarising 12 months activity as part of the Peter Spawforth Award for the best civic society in the region, our work was rewarded with the runner-up certificate and a £100 cheque. Our efforts were noted in the recent YHACS newsletter, I guess another "award", being the society which supplied the most articles for the newsletter over 12 editions across 2014-16, which is, I'm sure, something Martin Lodge would be proud of.

On a national level, our membership of Civic Voice continued. We've read the updates and taken on board relevant content and campaigns, as well as engaging with other societies at the Annual Convention and AGM in Chester.

Finally, I would like to thank all members and committees in whichever way you have contributed to the civic movement. Pontefract Civic Society will continue to be a leading light in the town and, if we work collaboratively, then we can achieve so much more. If however, the "agenda" is high-jacked without opportunity for wider community engagement and quality independent research, then the direction (outside the civic society) will be led by fewer individuals than a more, wider representation, working for the collective good.

I know where I want Pontefract Civic Society to be positioned, and that means working with, not against, key stakeholders whilst promoting the positives in Pontefract.

**Paul Cartwright**  
Chairman



# SECRETARY'S REPORT

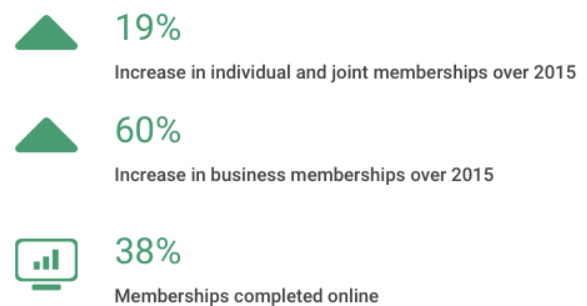
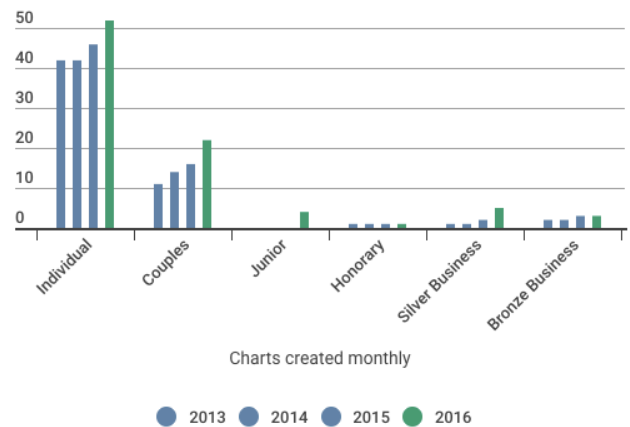


2016 marked my second year in the role of secretary. It's been a great year with much having been delivered by the society and I'm proud to continue being involved in its achievements.

My work in 2016 started with the redesign of our website, with a strong focus on new membership recruitment. In facilitating this aim, I introduced an online membership option, allowing payments to be made via Golden Giving. Uptake of this option has been positive, with 38% of memberships having been made via the website in 2016. Attention was also given to how we communicate our aims and objectives, with a specific focus on the 'why'. Why people should care about Pontefract and get involved in the society is an interesting question to me and in attempting to answer it, I hope we will resonate with a new audience and encourage new members to get involved in our activities.

Our website also saw a change in hosting providers, with a local IT company, Panda IT, kindly now providing this service to us as a business member. I would like to take this opportunity to thank the team at Panda IT for ensuring this process went smoothly and for their continued support.

I have designed a number of publications throughout the year



and continue to strive to increase the quality of our public facing materials. This included the creation of new membership leaflets, calendar of events leaflet, an 8 page Heritage Open Days booklet and numerous event publicity flyers and posters.

I also introduced a redesign of our newsletter, 'Pontefract Voice' for 2016, with 6 issues having been published throughout the year. Our readership and reach for the newsletter continues to increase, and we're grateful to our Junior Civic Society members, namely Carleton Park J&I Schol, for their contribution of articles.

The society attended a number of public events in 2016, holding stalls and engaging with the public and similar organisations at a NOVA showcase in Wakefield, Yorkshire Day, Civic Day, Armed Forces day and events at the castle. Our aim in doing so is, not only to reach potential new members, but to engage with the community which we serve and increase of visibility and profile as

a proactive society within the town.

Subscriptions in 2016 continued to increase, with both individual and business memberships showing a positive upward trend. Our business membership saw an increase from 5 members in 2015 to 8 members. As a result of this increase, we are now exploring new ways of working with the local business community and expanding our membership benefits to encourage new businesses to get on board.

2017 promises to be another exciting year for the society. I hope to expand on the achievements made in 2016 and look forward to engaging with our current membership, whilst welcoming new members, in the coming year.

**Karl Gilbert**  
**Honorary Secretary**

# DESIGN AWARDS 2016



## Countess of Rosse Façade of the Year Award

**Winner: 13 Gillygate (Once Upon a Toy)**

*"Unique, quirky, attractive and a creatively painted design to the façade, which is attractive to parents and children alike".*

Other nominees: 18 Ropergate (Hark Interiors), 20 Beastfair (Virgo Fashions), and 11-13 Cornmarket (Ackroyds Florist)





## Special Commendation

Winner: Pontefract Christmas Lights

*“Effective swags creating a canopy with unique, illuminated Haribo treats, the Haribo bear, and seasonal messages.... fun to see, draws in the visitors and made people smile. The newly relocated Christmas tree was something the civic society had requested for two years.*

Other nominee: 11-13 Cornmarket (Ackroyds Florist)



## Regeneration Award

Winner: 26 Market Place (William H Brown)

*“A significant regeneration project which has increased upper floor use, removed of blacked out windows, maximised ground floor display space, and improved the fire exit finish”.*

Other nominees: Ropergate Health, and Micklegate House



## Residential Award

Winner: Wilks Court, Northgate

*“The former 18th century dove cote and adjacent property has been completely rebuilt in this roadside character development, with three new build townhouses behind. Original bricks have been dressed, coping stones and stone setts enhanced, and cast iron furniture added.”*



## Heritage Award

Winner: 26 Market Place (William H Brown)

*"A landmark building which amplifies its Edwardian architecture and the position in which it sits. Considerable attention to detail from the contractors has been achieved, internally and externally".*

Other nominees: 11-13 Cornmarket (Ackroyds Florist)



## Improvement Award

Winner: Tower Works, Southgate (Wilson's Carpets)

*"A refurbished town centre industrial building, now with a replacement roof, windows & doors, in-character window ledges, added steps and accessibility improvements to the retail area".*

Other nominees: 26 Market Place (William H Brown), Micklegate House, and Rogerthorpe Manor Hotel Suites



## Commercial / Civic Award

Winner: Baghill House, Walkergate

*"An extensive two to three-storey contemporary build with extensive off road parking, paving and planted areas, ensuring pedestrian access is improved. Exterior finishes include cream render, grey render and the wood-effect cedar cladding which works well against the red brick of Baghill House".*

Other nominees: St Giles CofE Academy, Skinner Lane, and Tower Works, Southgate (Wilson's Carpets)



# COMMITTEE REPORTS

## Conservation, Environment & Planning Report

2016 was a busy year for planning activity within the town centre. There were several changes of use from office use to residential use.

- Micklegate House on Horsefair has been completed and is occupied and, visually, produced an attractive scheme providing 27 new apartments.
- At the end of Gillygate 14 new apartments have still to be completed in a building previously used as an amusement centre with shop use still available at ground floor level.
- Several other schemes have been granted permission but development has yet to be progressed.

Most planning applications have a design and access statement and in the case of THI applications a focus on heritage and character affecting the Conservation Area. If you are interested in the details of these statements they can be found on the WMDC Planning Portal - <http://www.wakefield.gov.uk/residents>.

Most of the shop units in the town centre continue to be occupied with an effort being made by some occupiers to improve the appearance, some by simply repainting. THI funded schemes have had an important impact, none more so than that carried out on the former Burton's building in Market Place, now occupied by WH Brown estate agents.

Subject to approval, further buildings in Gillygate and the Red Lion public house in Market Place will be progressed in the coming year. The THI scheme has also funded the Spotters Guide (an idea informed by the civic society), which is part of the programme's educational commitment; children can pick up a copy from Pontefract Museum and then look around the town for features on buildings.

There are still concerns regarding unused buildings and empty floor space. However, the Magistrates Court is likely to be used as an antiques showroom and the old Highwayman (or Bluebell)



public house has recently been sold, but no planning application made. It is such a shame that Mid Yorkshire Health Trust have not been more supportive of Pontefract Heritage Partnership in maintaining the Dispensary building, which has access to the grade II listed Hermitage, prior to its transfer.

Hanging baskets and planters organised by Pontefract in Bloom have contributed to improving numerous public spaces, including Bridge Street alongside our Magna Carta monument; and Wakefield MDC relocated benches to help create a civic space. More recently, and as promised following our requests, three trees have been planted in front of the Town Hall, but there appears to be a reluctance to initiate more tree planting within the town centre.

Overall, the appearance of buildings in the town is one of improvement and further projects to attract funding will be taking place. There is much scope to improve street furniture, the ginnels and their approaches, especially when improving ginnels was part of the original THI commitment.

Members of the sub-committee have many ideas on how to improve the local environment and I would like to thank them for all their hard work on enhancing 'our town'.

**Peter Taylor**  
CEP Chair



## Land Use & Transport Report

For a number of years the problem of traffic flow through Pontefract centred upon the problems at Town End. One year on, the new layout has had time to bed-in and most people agree that things have improved, though there have been numerous minor collisions and near-misses due mainly to unexpected U-turns around the mini-roundabouts. However, one of the unforeseen consequences of improvements at Town End has been the delays seen at Carleton Road joining Ackworth Road (a bi-product of the removal of Town End traffic lights), and northbound queues on Front Street, which is due to the need for lane swapping for traffic leaving Pontefract at peak times. It is the altered priorities on the short three-lane stretch between Park Lane traffic lights and the retail park roundabout which is the unforeseen cause.

In our periodic discussions with WMDC officers, we have drawn attention to the increasing need for this stretch of road to be made a dual carriageway, so that the whole section from Town End to the retail park can be uniform. This is now very important because of further substantial building developments (2017-18), either existing or planned.

Houses at Prince's Park are selling well and the next phase of building has been allocated to Harron Homes, so we can expect building there to proceed apace throughout the current year, unless there is a sudden economic down-turn. We must add the building of the new Leisure Hub to this area, which has been confirmed for Pontefract Park. A further small but significant development has now been completed in Beechnut Lane and, almost unseen because of tree-cover, are substantial earthworks commencing behind Halfords and Travis Perkins, in the area designated for industrial development.

Taken together, these developments will mean that all available land between the A639 and the Castleford-Pontefract railway line (to the east of the Park) will be developed. Earth and drainage works are now being undertaken off Skinner Lane on the eastern extremity of Prince's Park dedicated to house building. The phasing of Prince's Park development, which commenced furthest away from the town centre, risks it not being tied to Pontefract, unless the necessary connectivity through Colonel's Walk is given urgent priority. We shall continue to press for this to be done. Elsewhere, other developments are proceeding on Ackworth Road, Cobblers Lane, and off Ferrybridge Road, and we shall comment on these periodically in 'Pontefract Voice'.

## Rail Report

On the railway side of our work, the Society has set up a new sub-group, dedicated to the pursuit of our lobbying for better services and station provision, and in the long term to create a self-governing Rail Partnership. This arose out of our public meeting in Pontefract Town Hall (September, 2016). Our work in the last couple of years has consisted of responding to the various public consultations about the new franchise (now in place) and the overall service pattern for Pontefract, which leaves much to be desired. This has been our strategy because improvements to station facilities are heavily dependent on passenger usage and this cannot significantly improve unless there are satisfactory services. We have said many times that Pontefract is, of all the principal towns of West Yorkshire, the most irrationally served service and this needs to change. Our sub-group which reports to our LUT Committee has seven members with varying skills, meeting monthly from December. The Society is also meeting periodically at a high level with West Yorkshire Combined Authority, Railnorth, Arriva, and some of our councillors to see

what can be achieved over and above the improvements to service already committed to under the terms of the franchise. Again, periodic reports will be published in our newsletter, but we are concentrating particularly on urging Arriva to extend their proposal of a new Scarborough-York service to Sheffield via Pontefract Baghill. Additionally, we are currently lobbying hard for the current Huddersfield-Wakefield service extension to Castleford to be continued onto Glasshoughton and Pontefract Monkhill.

There is much for LUT still to do in this time of rapid change and we would invite members of the Society, who have an interest in these matters to contact us if they feel they would like to be involved.

**Peter Cookson**  
LUT Chair  
Rail Sub-Group Chair



## Publicity, Events & Administration Report

Last year Pontefract Civic Society had five talks; as interesting as they were varied.

The year kicked off on 16th February with the 2015 Design Awards, followed by the AGM, held in the Small Ballroom of Carlton Grange. At the AGM our Chairman, Paul Cartwright, initially detailed a run through of the evening's schedule and several pertinent questions were taken from the floor.

The evening was well attended and every seat taken, as they say, "as always".

Our first talk on 1st March was titled 'Windmills and Watermills particularly around Pontefract'. Given by the well known speaker, Eric Holder. Eric's talks are always looked forward to because they are interesting, informative and with odd light humour casually interspersed throughout; an absolute pleasure to listen to.

The second talk on April 19th was given by Ms Joanne Roney, CEO of WMDC. The talk was labelled 'The Northern Powerhouse'. By the turnout it was a subject that many people thought of interest. Ms Roney gave a long and detailed talk and afterwards answered quite a number of questions. Considering that the concept of The Northern Powerhouse is such a conglomerate of ideas, many not yet put on paper, Ms Roney did exceedingly well in her explanation.

Our talk in May was by the seasoned speaker and President of Wakefield Civic Society, Mr Kevin Trickett. The talk was entitled 'History and Influence of Art Deco'. We were very grateful to Kevin for giving this talk, and by the numbers who turned up, so were many others. One would imagine that Art Deco is a specialist subject, but no, we are surrounded by it as was shown. After going through the history of Art Deco Kevin produced a series of example pictures on the screen.

In July the talk by Simon Thompson was entitled National Friaries. Unfortunately I could not attend this talk due to being on holiday, but Simon had given a talk recently entitled Finding Pontefract's Black Friars, and this talk was a follow up to that. We had the room full as usual I was informed, as we do with nearly all our talks, especially where they involve historical subjects.

All talks were well attended and the Small Ballroom was just

about big enough to accommodate everybody.

Other events throughout the year included Cycle Fest, Civic Day, Armed Forces Day, Liquorice Festival, Yorkshire Day and near the end of the year, the Lionesses Lantern Festival. Also, if you are not a race goer then you will not be aware that a Richard III Trophy was presented. Richard III has so much of a connection to Pontefract that it seems more than fitting that there should be a Trophy named after him. Not all these events are organised by our society, but we support and participate in them. Heritage Open Days (8th to 11th September), which we do organise, were particularly successful with many people, especially families, attending.

There were other popular and well attended events in the pleasant settings of Friarwood Valley Gardens and Pontefract Castle. All these are made possible because many people are willing to give up their time to assist in organising and running them.

On Tuesday 4th October we had our last talk of the year which was entitled "Scandals, Spite & Shuttlecocks: The Story of Wentworth Woodhouse", given by David Winpenny. David talked us through the personalities that owned this wonderful house and the interesting facts about many of those individuals. Such a house has a fascinating architectural heritage. The talk was backed with pictures and commentary explaining some of the more little known things about the building and its design. David answered a number of questions afterwards. Some of the

audience had visited the house in the recent past and had several comments to make as well.

The Pontefract Lionesses held their Lantern festival on 15th October and it was another success. It mustn't be forgotten what good these ladies do for our community and Pontefract Civic Society supports them one hundred percent.

Our Christmas Dinner was held in Rogerthorpe Manor on the evening of 7th December. Rogerthorpe is superb setting for such a seasonal meal.

Last year again we ran our Christmas Window Display competition. This was to encourage businesses in the town to brighten up their windows for Christmas, although many did not need that particular encouragement. Hark Interiors in Ropergate made the first place, with the dry cleaners a bit further down Ropergate coming second with a really inspiring home made display.

If, as members you have suggestions or comments to make on the way we run Pontefract Civic Society, or you may someone who is thinking of joining, please let me or our Secretary know.

**Mike Skidmore**  
PEA Chair



# HERITAGE OPEN DAYS REPORT



Pontefract's biggest Heritage Open Days festival drew in over 1,000 visitors to 15 locations between 8 and 11 Sept, a result that we were very pleased with.

We must thank the people that made it possible, not simply the visitors, but the property owners, businesses, churches, venue guides, and local groups like The Crescent Project, Pontefract Heritage Group, Friends of Friarwood Valley Gardens, plus Wakefield Council. Social media was used extensively in the lead up to, and during, the festival, and we should thank the Pontefract & Castleford Express for publishing both a pre and post event press release.

We were very pleased to have some new additions to our HOD programme, namely, The Crescent Cinema, Pontefract Masonic Hall, the cellars under the Malt Shovel Hotel, the camera obscura in Friarwood Valley Gardens, St Michael's Church in Carleton, and Pontefract Conservative Club. On top of those, we enjoyed a number of returning favourite venues for tours and talks from some knowledgeable local guides, such as Pontefract Town Hall, St Joseph's Church, St Giles Church and belfry, All Saint's Church, Pontefract Castle, The Barracks, Tom Dixon's liquorice tales at his private house/museum, Rogerthorpe Manor Hotel, and not forgetting the town centre and castle costumed Heritage Walks.

Dr Claire Macdonald, Pontefract's HOD Coordinator said, "As well as local people being interested in our great heritage, we welcomed visitors from Harrogate, Hertfordshire, Huddersfield, Leeds, Wakefield, and many more places. We're now looking to improve on this success for 2017".

Heritage Open Days is a national festival supported by the People's Lottery and the National Trust, which allows free access to buildings and events allowing the public to explore and experience England's often hidden heritage through around 5,000 events assisted by over 40,000 volunteers.

Paul Cartwright, Chairman of Pontefract Civic Society said, "The star locations this year have to go to The Crescent who had over 300 people eagerly waiting in a queue along Ropergate: a sight not seen in decades, and all in just a two-hour viewing, and to Pontefract Castle where an estimated 200 visitors attended each day (Saturday and the Sunday) for conservation tours and to hear Wakefield Orchestral Wind perform on a glorious Sunday afternoon."

Meanwhile, the planning for 2017 is already underway, which will include some additional interesting locations, in and out of the town.

# TRUSTEES

## Our Trustees

<b>Chairman</b>	Paul Cartwright
<b>Secretary</b>	Karl Gilbert
<b>Treasurer</b>	Ian Wood (from 16th Feb)
<b>Vice Chair</b>	Martin Lodge (to 22nd Apr)
<b>CEP Chair</b>	Peter Taylor
<b>LUT Chair</b>	Peter Cookson
<b>PEA Chair</b>	Mike Skidmore
<b>Co-opted</b>	Dr Colin White
<b>Co-opted</b>	Dr Claire McDonald
<b>Co-opted</b>	Ian Hookham (from 19th Oct)
<b>Co-opted</b>	Andy Leonard-Brook (from 14th Dec)

## Our Committees

### Conservation, Environment & Planning Committee

Peter Taylor (Chair)  
Karl Gilbert (Secretary)  
Allan R Blaza  
Christine Cartwright  
Paul Cartwright  
Phil Henfrey (from 14th Nov)

### Land Use & Transport Committee

Peter Cookson (Chair)  
Anthony Dee (Vice Chair)  
Derek Vaux (Secretary)  
Sir Bill O'Brien

### Publicity, Events & Administration Committee

Mike Skidmore (Chair)  
Colin White (Vice Chair)  
Karl Gilbert (Secretary)  
Martin Lodge (to 22nd April)  
Dr Claire MacDonald  
Paul Cartwright  
Mollie Garbett

## Report of the Trustees for the Period Ending 31st December 2016

The Trustees, present their report with the financial statements of the charity for the period ended 31st December, 2016.

The accounts have been prepared in accordance with the SORP accounting policies set out by our Treasurer.

### Structure, governance and management

Pontefract Civic Society is a registered charity governed by constitution. The organisation is viable by self-generated income from subscriptions and events. Project funding is developed through grant opportunities. There are no plans to recruit an Executive Director, and we intend on the trustees continuing to manage the charity on a voluntary basis. In the long term, paid roles may be considered, should new income or grants sustain a different business model.

### Recruitment and appointment of trustees

As set out in the Constitution, the Chair of Trustees is nominated by the membership. The trustees are set out in this report and are those in place at AGM. The Board of Trustees has the power to co-opt trustees, as necessary.

### Trustee induction and training

The Trustees maintain a good working knowledge of charity and charity law and best practice. Attendance at charity training courses as deemed applicable.

### Organisation

The Charity is controlled by a Board of Trustees. The day to day running of the charity is divided amongst these trustees with specific roles and responsibilities as required.

### Charitable objectives and activities

The Society is established for the public benefit for the following purposes in the area comprising Pontefract and District which area shall hereinafter be referred to as "the area of benefit":

(i) To promote high standards of planning and architecture in or

affecting the area of benefit.

(ii) To educate the public in the geography, history, natural history and architecture of the area of benefit.

(iii) To secure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit.

### **Public benefit**

In furtherance of the said purposes, but not otherwise, the Society through its Executive Committee shall have the following powers:

1. To promote civic pride in the area of benefit.
2. To promote research into subjects directly connected with the objects of the Society and to publish the results of any such research.
3. To act as a co-ordinating body and to co-operate with the local authorities, planning committees and all other statutory authorities, voluntary organisations, charities and persons having aims similar to those of the Society.
4. To promote or assist in promoting activities of a charitable nature throughout the area of benefit.
5. To publish papers, reports and other literature.
6. To make surveys and prepare maps and plans and collect information in relation to any place, erection or building of beauty or historic interest within the area of benefit.
7. To hold meetings, lectures and exhibitions.
8. To educate public opinion and to give advice and information.
9. To raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds for its primary purpose. To acquire, by purchase, gift or otherwise, property, whether subject to any special trust or not
10. Subject to such consents as may be required by law, to sell, let, mortgage, dispose of or turn to account all or any of the property or funds of the Society as shall be necessary.
11. Subject to such consents as may be required by law, to borrow or raise money for the purposes of the Society on such terms and on such security as the Executive Committee shall think fit, but so that the liability of individual members of the Society shall in no case extend beyond the amount of their respective annual subscriptions.
12. To do all such other lawful things as are necessary for the attainment of the said purposes.

We do this by organising membership events, and reaching out to non-members to attend public talks and meetings in accessible locations and venues.

A number of free public meetings are organised and publicised, which ensures the Society remains accessible, financially viable and sustainable.

### **Risk management**

The trustees have a risk management strategy which comprises:

1. An annual review of the risks
2. The establishment of systems and procedures to mitigate risk
3. Implementation of the procedures designed to minimise any potential impact should those risks materialise

### **Role and contribution of volunteers**

Pontefract Civic Society celebrates its commitment to a diverse and skilled volunteer team, and whilst some members have worked hard, it has been patchy. There is much more to do, and volunteers are openly welcomed.

### **Financial review**

The Statement of Financial Activities showed a deficit of £14,176.00, though this not concern, resulting from most of the Magna Carta project costs occurring in 2016.

### **Reserves policy**

In accordance with the advice of the Charity Commission, the charity aims to hold unrestricted reserves at levels of approximately 12 months of budgeted unrestricted expenditure, to meet unforeseen costs and statutory obligations.

### **Future plans and developments**

The main priority is to create a blend of experience and 'younger blood', supplemented by relevant governance controls and trustee training, to deliver operational plans:

- To continue working in partnership with public, private, and third sector stakeholders
- To increase our membership with a broader demographic and encourage active participation
- To develop our Business Member scheme for the benefit of all parties and the town
- To develop a more strategic Board
- To diversify income generation
- To manage capacity building for delivery projects of benefit to the town
- To develop policies and procedures recommended by the Charity Commission

### **On behalf of the Board**

**Karl Gilbert**

**Honorary Secretary**

# TREASURER'S REPORT



I am pleased to present the Treasurer's report since taking over in late May 2016 from Paul Cartwright who had been acting Treasurer until the handover of formalities had been concluded which included a protracted amendment to the bank mandate.

I am pleased to confirm that all expenditure has been correctly dual authorised, prior to processing payments promptly, when due, and properly allocated/accounted for. I would like to thank Ian Hookham for an effective independent examination of our 2016 Annual Accounts.

The upward trend in new members as seen in the previous year continues and has again made a positive contribution to 2016 income.

Our income in 2016 (£18,176) has been greatly enhanced due to a significant donation of £6,084 from Pontefract Groups Together, and sales of both Martin Lodge's book "Pontefract Celebrating the past; looking to the future", 460 of which have been sold to date, generating £5,941, and 2017 calendars, generating £580. An increase in annual subscription rates in 2017 will further enhance our income going forward.

The cost of the initial print run of these books was financed by a

loan from Pontefract Groups Together which was repaid in full during the year. A share of the profits from the sales of these books amounting to £700 was paid to Pontefract Heritage Group as agreed. The production cost of the 2017 calendars was met from a grant obtained from Wakefield Metropolitan District Council.

Our costs in 2016 have been greatly distorted by the significant expenditure on the Magna Carta monument which has amounted to £21,821 in the year, bringing the total project cost to just in excess of £29K. A transfer of £17,000 from the investment account was made during the year to cover the majority of the costs. Most of the other aspects of the Society's expenditure are in line with earlier years.

Following a recent communication from our bank stating that the interest rate on our investment account has been reduced from 0.05% to 0% on balances of below £1M the trustees have made a decision to transfer the remaining balance of £1,609 to the current account.

**Ian Wood (supported by Paul Cartwright)**  
Treasurer

# Treasurer's Report for the year ended 31 December 2016

## Income and Expenditure Account

For the year ended 31 December 2016

	2016	2015	2014
<b>Income</b>			
Annual subscriptions received	£ 1,248	£ 1,127	£ 717
Blue plaques	£ 366	£ 348	£ -
Grants	£ 2,248	£ 5,995	£ 1,269
Donations	£ 6,691	£ 162	£ 74
Events revenue	£ 1,082	£ 920	£ 3,706
Book, calendar and pen sales	£ 6,541	£ -	£ -
Legacies	£ -	£ -	£ -
<b>Sub-Total</b>	<b>£ 18,176</b>	<b>£ 8,552</b>	<b>£ 5,766</b>
<b>Income from monetary assets</b>			
Transfers between accounts	£ 17,000	£ 5,309	£ -
Loan	£ 4,225	£ -	£ -
Bank interest	£ 5	£ 12	£ 12
<b>Total Income</b>	<b>£ 39,406</b>	<b>£ 13,873</b>	<b>£ 5,778</b>
<b>Expenditure</b>			
<b>Direct charitable expenditure:</b>			
Civic Voice	£ 243	£ 80	£ 80
YHACS	£ 50	£ 50	£ 50
Events & meetings	£ 1,225	£ 1,449	£ 3,322
Donations	£ 70	£ 120	£ 131
<b>Sub-Total</b>	<b>£ 1,588</b>	<b>£ 1,699</b>	<b>£ 3,583</b>
<b>Other Expenditure incurred:</b>			
Membership refunds	£ 12	£ -	£ 12
Insurance	£ 539	£ 245	£ 245
Printing & Postage	£ 349	£ 219	£ 201
Blue Plaques and Guides	£ -	£ 348	£ 1,195
Grants expenditure (non-Magna Carta)	£ 678	£ 596	£ 96
Magna Carta	£ 21,821	£ 7,304	£ -
Transfers between accounts	£ 17,000	£ 5,309	£ -
Grants expenditure (Yorkshire Day)	£ 1,152	£ -	£ 1,000
Book Printing	£ 4,878	£ -	£ -
Loan Repayment	£ 4,225	£ -	£ -
PHG Profit Share on Book Sales	£ 700	£ -	£ -
Trustee Development	£ 367	£ -	£ -
PR Materials	£ 248	£ -	£ -
Website	£ 25	£ -	£ -
<b>Sub-Total</b>	<b>£ 51,994</b>	<b>£ 14,022</b>	<b>£ 2,749</b>
<b>Total expenditure incurred</b>	<b>£ 53,582</b>	<b>£ 15,721</b>	<b>£ 6,332</b>
<b>Overall Excess/Deficit of Income over Expenditure</b>	<b>-£ 14,176</b>	<b>-£ 1,848</b>	<b>-£ 554</b>

## Statement of Assets of Liabilities as at 31 December 2016

	2016	2015	2014
<b>Monetary Assets</b>			
Barclays Community A/c (current)	£ 7,537	£ 4,719	£ 1,269
Barclays Business Saver A/c (investment)	£ 1,609	£ 18,603	£ 23,842
COIF A/c (investment) - A/c closed Dec 2015	£ -	£ -	£ 59
<b>Totals</b>	<b>£ 9,146</b>	<b>£ 23,322</b>	<b>£ 25,170</b>
<b>Reconciliation of cash movements to bank balances</b>			
Opening bank balances	£ 23,322	£ 25,170	£ 25,722
Total cash receipts	£ 39,406	£ 13,873	£ 5,778
Less: Expenditure	£ 53,583	£ 15,721	£ 6,330
<b>Total cash inflow</b>	<b>-£ 14,176</b>	<b>-£ 1,848</b>	<b>-£ 552</b>
<b>Closing bank balances</b>	<b>£ 9,146</b>	<b>£ 23,322</b>	<b>£ 25,170</b>

# EVENTS 2017

## February

**Thursday 23rd** 7:30pm | Carleton Grange  
Design Awards & Annual General Meeting

## March

**Monday 6th** 7:30pm | Carleton Grange  
"J S Fletcher's Local Scenes – A novelists journey through Osgoldcross"  
An illustrated talk by Roger Ellis.

**Fri 24th - Sat 25th & Fri 31st - Sat 1st April**  
Pontefract Music Festival

## April

**Wednesday 5th** 7:30pm | Carleton Grange  
"The Growth, Prosperity and Identity of the Five Towns"  
A talk by Adrian Spawforth, managing director of Spawforths.

## May

**Wednesday 24th** 2:00pm | *Booking essential.*  
Tour of Ferrybridge Multifuel 1  
A guided tour of Ferrybridge Multifuel 1, a new £300 million multifuel plant at Ferrybridge 'C' Power Station.

## June

**Sunday 4th**  
Pontefract Cycling Festival

**Sunday 11th**  
Picnic at the Castle

**Wednesday 14th** 7:30pm | Carleton Grange  
"Heritage: A load of old hat?"  
An illustrated talk by Kevin Trickett, President of Wakefield Civic Society. If we preserve everything just because it's old, where do the architects of today leave their mark?

**Saturday 17th**  
Civic Day  
The Big Conservation Conversation

**Sunday 18th**  
Armed Forces Day

## July

**Tuesday 4th** 2:00pm | *Booking essential.*  
Shanks Recycling Centre Visit  
A group visit to the Education Centre at Shanks Recycling Centre in South Kirkby, including exhibits and a presentation.

**Saturday 8th**  
West Yorkshire Symphony Orchestra

**Sunday 9th**  
Pontefract Liquorice Festival

## August

**Tuesday 1st**  
Yorkshire Day

## September

**Thursday 7th - Sunday 10th**  
Heritage Open Days

**Wednesday 13th** 7:30pm | Carleton Grange  
"History of Ferrybridge from Stone Age to Present Day"  
An illustrated talk by David Wilcox.

**Saturday 17th**  
Five Towns Community Day

## October

**Wednesday 11th** 7:30pm | Carleton Grange  
"Coaching Memories"  
An illustrated talk by Eric Houlder describing the coaching days in Yorkshire and the inns, particularly in Ferrybridge which was one of the main hubs of coaching

**Saturday 14th**  
Pontefract Lantern Parade

## December

**Wednesday 6th**  
Annual Christmas Dinner  
Our Christmas dinner, held at Rogerthorpe Manor Hotel.



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## Thank you...

to the following business members for their support:

### Silver Business Members:



### Bronze Business Members:

Pomfret Gallery  
St. Mary's Community Centre



“Raising the profile of Pontefract as a place to live, work, do business and visit by protecting and enhancing the environment.”