



Annual Report

1st April 2017 – 31st March 2018





Lyde Green Community Association (LGCA)

TRUSTEE ANNUAL REPORT 2017-18

This is LGCA's second annual report following an incredibly busy and exciting year!

The year has been full of new and exciting opportunities for the LGCA and our community. As usual our schedule has been jam-packed and LGCA has continued to grow in experience and numbers! We're not perfect yet, but we're pleased to be gaining knowledge and experience every day.

Our LGCA aims are:

- To benefit the community and enhance social welfare
- To generate community spirit
- To make Lyde Green a great place to live and visit
- To strengthen our growing community for the future

Our strategic objectives are:

1. Building the local community through events
2. Partnership working
3. Lyde Green's New Community Centre
4. Listening to the Community
5. Communicating with the Community
6. Developing the Association
7. Growing the board of trustees

During our second year of operation, and first as a charitable incorporated organisation (CIO), we are pleased to say that we continue to make progress across our aims and objectives. We have summarised this below.

“Creating our Community's future”

Over the past year the association has been busy working hard, bringing the community together and beginning to build the future of Lyde Green. We have taken a few important steps forward this year to help us achieve this.



1. Building the Local Community - Events

In May 2017, we held our first Big Spring Clean event to clean up our community. It was a great success, bringing residents together for a great cause. We continued bringing residents together with our second annual Summer Sizzler event in July 2017. As our Events team began to grow, we worked hard to ensure it was even bigger and better than the first!

In October 2017, we invited residents and partners to a Community Engagement Evening as part of Community Business Weekend by Power to Change, celebrating local community enterprise. We used new techniques to encourage you to share your views and ideas for the upcoming Community Centre. It was important to us to find out exactly what you envisaged for your Centre, what activities would meet your needs and how you would like to see the Centre run. We also took the opportunity to showcase a presentation of the Community Centre's progress, giving residents a first glimpse into the space. During the evening we presented new logo designs our volunteers had been working on and asked you to choose your favourite. We were very happy with the result and think our new logo is a perfect fit for the work we provide within our community.

In March 2018, we decided to clean up the streets of Lyde Green once again! So, in partnership with Lyde Green Neighbourhood Watch and Lyde Green Open Spaces, we held a second Big Spring Clean. Despite the snow, it was very successful with residents clearing over 30 bags of rubbish from our community.



Through our events, alongside providing various occasions for residents to meet one another and socialise, we have aimed to provide further opportunities for residents to share their views and concerns about the local area. We feel this has enabled us to be an effective voice for the community.

2. Partnership Working

Over the last twelve months, we have been fortunate enough to be part of a partnership network that are committed developing Lyde Green as a new community. Partners include representatives from South Gloucestershire Council, Emersons Green Town Council, the Consortium of builders, GreenSquare, housing associations, NHS, and the school. This forum has enabled us to put forward residents' concerns and ask for change on your behalf.

An example of this is our involvement in pushing key contacts to get Lyde Green Park opened in July 2017 following ongoing delays. We have also been at the forefront asking for speedier resolutions to other delays with community facilities including School Square, the Nursery and the Centre.

We use Facebook and our monthly news emails to share updates we've received through partnerships which we hope has been helpful for residents.



3. Lyde Green's New Community Centre

The new Community Centre began to take shape towards the end of 2017, bringing about some exciting changes and new responsibilities. We began the recruitment process for our Community Development and Centre Manager in late Summer 2017. For some of our Trustees, this was new territory and being able to learn new skills and knowledge through the recruitment journey was very rewarding. In October 2017, after a long process of applications and interviews, we chose Alv Hirst for the role. Many of you had the chance to meet him at our Community Engagement Evening in October 2017, and in November 2018 as he formally introduced himself and started to build relationships with residents and future Centre hirers within the Community.



We took on another exciting and challenging task in choosing a café operator for the Community Centre. We didn't want the choice to fall to Trustees alone as we want the community to feel part of everything we do at the Centre, so we gave residents the opportunity to join our Café Panel. The Panel were given a full business proposal from the contenders, had a chance to see a presentation and ask plenty of questions. There was also a chance to try samples from the potential future Café. We were delighted to announce Coffee at Lyde as the chosen Café operators in February 2018 and looked forward to them joining us at our third Summer Sizzler and opening at Lyde Green Community Centre later in the year.

4. Listening to the Community

Aside from connecting with the community at events, we aim to create other opportunities to listen to our residents. In Spring 2017, we began working on a Community Consultation to gain insight into community spirit, social relationships, issues in the area and what improvements residents would like to make life in Lyde Green better. We also wanted to find out a little more about how residents hope to use the new Centre once open, and what would encourage them to join in with activities and meet new people. Our Children and Young People team also put together a Youth Questionnaire to find out more about the needs of the younger generation in the area.

As part of his new role as Community Development and Centre Manager, Alv began to develop relationships with the community. In March, he worked with local organisations to invite residents to be part of building a community plan. Alv invited the West of England Rural Network (WERN) to a residents' meeting where WERN provided information about the purpose and potential of community plans, and how a map of goals for our area could work for Lyde Green.





5. Communicating with the Community

At the beginning of 2017, we began to understand the need be more transparent and to let the community know more about what we were up to. We were joined by new volunteers with a passion for Communication, and in April we began to use MailChimp to send out monthly news emails to our members. By early 2018, we had developed our mailing lists to include monthly mail-outs about community news, events and information about the upcoming Centre.

Our volunteers made us a new website! We first launched this in October 2017 at our Community Engagement Evening. Six months later, following lots of testing, community feedback and development, and in preparation for new data protection laws, we relaunched our website including a section about the Community Centre and with lots more information about LGCA and our progress.

In May 2017, we were offered a monthly space to share information about what we were up to in the Emersons Green Voice magazine and we're very pleased that the Emersons Green Voice has continued to provide us with a space to share our news with the community - Thank you.

We've also spent a lot of time developing our social media engagements and hope that the community is now much better informed about the work LGCA does behind the scenes.

6. Developing the Association (Our Key Achievements)



After a long year of training at Knightstone (now LiveWest) Housing Association's Head Office in Weston-Super-Mare, Kelly Adams (our Chair) and Louise Thompson (one of our trustees) were awarded their NOCN Level 2 Certificate in Community Development in late 2017. They worked hard to learn all aspects of asset-based community development and how LGCA could utilise this within Lyde Green.

2018 was a year of many important changes, with the most important and time consuming being the new General Data Protection Regulations (GDPR). We worked extremely hard behind the scenes to ensure our data protection was up to date ahead of the changes coming into place in May 2018. We worked on a new membership system and contacted all our existing members to let them know what was happening and asking them to update their details and re-consent to receiving information from us. Our trustees also worked hard to put together new and updated policy documents, including a new Privacy Statement. It was a long and challenging process, but we are pleased that we managed to be well ahead of the game, completing the bulk of the work ahead of time.



7. Growing our Board of Trustees

At our first Annual General Meeting (AGM) in November 2017, 9 Trustees stood for election. 3 Trustees also stood for positions as Honorary Officials. Louise Thomson stepped down from her role as Secretary but remained with us as a trustee. We were pleased all were voted in by our members and the positions were held as follows:

Honorary Officials Elected 2017:

Kelly Adams	Chairperson
Robert O'Brien	Vice-Chair
Alison Holliday	Treasurer
Vacant	Secretary

Trustees Elected 2017:

Laura O'Brien
Louise Thomson
Sally Sibley
Chris Broster
Teresa Taylor

During Autumn 2017, we were actively recruiting for a new Secretary to fill the vacant position. We were pleased that Sue Matthews joined us in early 2018 to step into the vacant role as secretary for the Charity. Sue was co-opted in by the board of trustees in early 2018, and we're already feeling the benefit of a new addition to the board.

At our second AGM in November 2018, one third of trustees must stand down (and re-stand, should they wish), with our Secretary and Treasurer positions also required to stand for election each year as per our Charity's constitution. Our Chair and Vice-Chair must be elected by the board of Trustees at the first meeting following the AGM.

The individuals to stand at our 2018 AGM are as follows:

Honorary Officials:

Kelly Adams	Chair	Remaining in post
Robert O'Brien	Vice-Chair	Remaining in post
Alison Holliday	Treasurer	To Stand
Vacant	Secretary	To Stand

Trustees:

Laura O'Brien	To Stand
Louise Thomson	Remaining in post
Sally Sibley	Remaining in post
Chris Broster	To Stand
Teresa Taylor	Remaining in post
Sadik Al-Hassan	To Stand



Thank You

Since April 2018, there have been lots more exciting changes and challenges, so please keep in touch for all our recent updates and to find out more.

We have received many contributions towards the work we do in Lyde Green and we are grateful for them all. We have received generous donations from our local organisations and partners, including LiveWest Housing Association (formally known as Knightstone), Sovereign Housing Association, Emersons Green Town Council and South Gloucestershire Council. We would like to say a huge thank you for the donations and support. It has allowed us to put the correct steps in place to manage and fit out the Community Centre, host more community events, facilitate others to get involved, and work on building a strong sense of pride within our community. We would also like to thank St James Church Mangotsfield for all their time and volunteer support.

Most of all, we would like to thank our volunteers. Thank you for supporting us and taking the time to get involved and to help us move forward and progress as an association. Whether it's an hour or a year of your time, it's extremely beneficial and we are incredibly grateful for every minute you give. Our Association is completely volunteer-led and without the time that our volunteers commit, we wouldn't be able to do any of the work that we do. By having a strong team of volunteers behind us, it has not only allowed us to do the core jobs but has allowed us to grow and develop a much wider variety of things to offer the community. Thank you!

We now have 174 members! All our members are important, and we love keeping you updated and enjoy hearing your feedback and views. Thank you for supporting us in all that we do.

Lastly, on behalf of LGCA and our trustees, we want to say a big thank you to the community, our staff, our supporters, and the community. Thank you also to those that have generously donated prizes to us for raffles and other fundraising activity.

Kelly Adams
Chair, Board of Trustees



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