

A Brief History of Castle Hill (Mote Hill) and The Settlement

Historic England describe Castle Hill as a monument which includes the “earthworks and buried remains of Castle Hill motte, a 12th century medieval castle. The motte is strategically situated at the end of a ridge overlooking a horseshoe bend in the River Ellen, close to the river’s mouth, and overlooks the point where an earlier Roman road crossed the river. The motte is surrounded by a ditch on all sides except to the the west where defence is afforded by a steeply sloping hillside.”

1785 - The existing house was built as the residence of Captain William Currey, a Maryport ship owner. It was sited at the very top of Mote Hill with a commanding position looking down on the River Ellen with views across the Solway Firth.

1789-1937 the building was used as the dower house to the Senhouse family and rented by the Addison family from the Nether Hall Estate for three generations. When the late Miss Addison died the house became vacant and remained empty for three years until it was sold.

1937-2005 (including 1940-1959 Maryport Infant School)

In the 1930’s the government introduced, through the The Commissioner for Special Areas, a number of educational settlements in particularly deprived areas. Cumberland was one of those places and Maryport, with an unemployment rate of 60%, was a chosen location.

The purpose of these educational settlements was to try to alleviate the deprivations of the people through access to educational courses and to the arts and crafts. Castle Hill, still owned by the Senhouse family, was purchased by the Quaker Friends Society, for this purpose, for £900.

The building has been in almost continuous use as an community-led educational establishment since then.

In 2005 the building fell into disuse because of it’s dilapidated condition.

In 2006 - The site was sold to Cumbrian County Council (CCC) with the understanding that the building continued to deliver educational provision in the town of Maryport. The building was modernized and transferred to a newly created charity - Maryport Education Settlement Ltd. The CCC rented a suite of offices upstairs which contributed to the running costs of the building. A paid part-time manager and caretaker were employed to run the facility and raise funds.

In 2017, because of government cutbacks, CCC cut back on local offices, cutting off a significant income source. Grant funding attempts were unsuccessful as were efforts to find new tenants and it became clear that this was no longer a sustainable model and closure was threatened.

Fortunately, a new charity was formed with the aim of running the organization with volunteers only, massively reducing running costs.

In 2018 Castle Hill Trust CIO, the new charity, became the owners of the Settlement with the aim of rejuvenating it to benefit the people of Maryport, especially the most disadvantaged, through a programme of arts, crafts, education and social activities as well as making the facilities available for other local groups and organisations, making it a Community Hub.

Over the last two years the activities taking place have expanded enormously and include:

1. **Settlement-run weekly activities** open to all, regardless of age, ability, etc., at minimal or no cost. These currently include:

- Job Seekers
- Paint & Draw
- Potter
- Gardening for All
- Craft and Chat, sewing bee
- Youth Group
- Ukulele for Beginners.

2. **Monthly events**, with guest speakers – local authors, etc. We hope to start other regular events such as a film night and a music night.

3. **Special events**, such as our

- 2019 'Over Here, Over There' 4-day event, and our
- Performance of 'The Ragged Trousered Philanthropists'
- Local Artists' Exhibitions
- Flower & Produce Shows

4. We have hosted two major art exhibitions, a regular Makers market, a programme of day-time and evening talks by local authors and business people.

5. Room Hire

We hire out the facilities to other people and organisations - currently regular yoga sessions, Cumbria Council Adult Education classes, a local history group, an NHS therapy group, Baby & Toddler group. This has grown steadily over the last 2 years, the last regular booking starting 2 weeks before Covid-19 lockdown.

6. Office Rental

Upstairs rooms are rented out to the Healthy Skin Clinic, With Love Photography and a local artist.

7. **Grants** secured in last 3 years (CCF= Cumbria Community Foundation)

- CCF - £15,000 Robin Rigg Energy Conservation
- CCF - £3,000 Gardening Club
- CCF - £3000 Man Shed
- CCC - £5000 - various
- CYA - £12,000 per annum for youth group

8. **Improvements**

These grants have enabled a number of improvements to be made, including

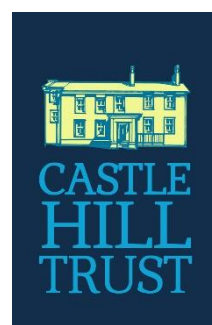
- CCTV upgraded
- Security system upgraded
- Door Entry System replaced and improved
- Wi-Fi/broadband improved
- Old desktop computers replaced by laptops – this enabled IT room to be used for other purposes, including hiring out.
- Interior refurbishment (college)
- Energy saving measures – Genius smart heating system

The Future

In the 80 years since its establishment, the Settlement can justifiably claim to have been the social, cultural and educational hub of the community and is still held in great affection by the local community.

Substantial amounts of central government money have recently become available for the economic and cultural regeneration of Maryport, with The Settlement being asked by Allerdale Council to front the Culture group.

There are exciting times ahead and there are great opportunities to make a big contribution to the social and cultural wellbeing of the people of Maryport..



Becoming a Trustee

Eligibility to be a Trustee of a CIO

You must be at least 16 years old to be a trustee of a charity that is a charitable incorporated organisation (CIO).

You must not act as a trustee if you are disqualified unless authorised to do so by a waiver from the Charity Commission. The reasons for disqualification are shown in the disqualifying reasons table and include:

- being bankrupt or having an individual voluntary arrangement (IVA)
- having an unspent conviction for certain offences (including any that involve dishonesty or deception)
- being on the sex offenders' register

Trustees' 6 main duties

1. Ensure your charity is carrying out its purposes for the public benefit

You and your co-trustees must make sure that the charity is carrying out the purposes for which it is set up, and no other purpose. This means you should:

- ensure you understand the charity's purposes as set out in its governing document
- plan what your charity will do, and what you want it to achieve
- be able to explain how all of the charity's activities are intended to further or support its purposes
- understand how the charity benefits the public by carrying out its purposes

Spending charity funds on the wrong purposes is a very serious matter; in some cases trustees may have to reimburse the charity personally.

2. Comply with your charity's governing document and the law

You and your co-trustees must:

- make sure that the charity complies with its governing document
- comply with charity law requirements and other laws that apply to your charity
- You should take reasonable steps to find out about legal requirements, for example by reading relevant guidance or taking appropriate advice when you need to.

- Registered charities must keep their details on the register up to date and ensure they send the right financial and other information to the commission in their annual return or annual update.

3. Act in your charity's best interests

You must:

- do what you and your co-trustees (and no one else) decide will best enable the charity to carry out its purposes
- with your co-trustees, make balanced and adequately informed decisions, thinking about the long term as well as the short term
- avoid putting yourself in a position where your duty to your charity conflicts with your personal interests or loyalty to any other person or body
- not receive any benefit from the charity unless it's properly authorised and is clearly in the charity's interests; this also includes anyone who is financially connected to you, such as a partner, dependent child or business partner

4. Manage your charity's resources responsibly

You must act responsibly, reasonably and honestly. This is sometimes called the duty of prudence. Prudence is about exercising sound judgement.

You and your co-trustees must:

- make sure the charity's assets are only used to support or carry out its purposes
- not take inappropriate risks with the charity's assets or reputation
- not over-commit the charity
- take special care when investing or borrowing
- comply with any restrictions on spending funds
- You and your co-trustees should put appropriate procedures and safeguards in place and take reasonable steps to ensure that these are followed. Otherwise you risk making the charity vulnerable to fraud or theft, or other kinds of abuse, and being in breach of your duty.

5. Act with reasonable care and skill

As someone responsible for governing a charity, you:

- must use reasonable care and skill, making use of your skills and experience and taking appropriate advice when necessary
- should give enough time, thought and energy to your role, for example by preparing for, attending and actively participating in all trustees' meetings

6. Ensure your charity is accountable

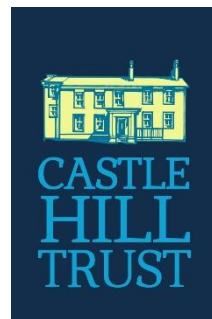
You and your co-trustees must comply with statutory accounting and reporting requirements. You should also:

- be able to demonstrate that your charity is complying with the law, well run and effective
- ensure appropriate accountability to members, if your charity has a membership separate from the trustees
- ensure accountability within the charity, particularly where you delegate responsibility for particular tasks or decisions to staff or volunteers

Making decisions as a trustee

When you and your co-trustees make decisions about your charity, you must:

- act within your powers
- act in good faith, and only in the interests of your charity
- make sure you are sufficiently informed, taking any advice you need
- take account of all relevant factors you are aware of
- ignore any irrelevant factors
- deal with conflicts of interest and loyalty
- make decisions that are within the range of decisions that a reasonable trustee body could make in the circumstances
- You should record how you made more significant decisions in case you need to review or explain them in the future.



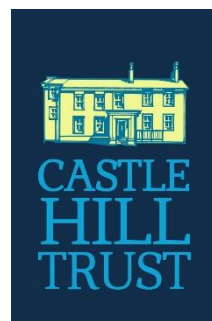
Job Description for the Chair of Trustees

The Chair will

- provide strategic leadership to enable the Board to deliver the aims of the charity to the best of its ability
- ensure an effective relationship between the board, volunteers and external stakeholders/community
- act as a spokesperson and figurehead as appropriate
- plan and prepare board meetings and chair them in an effective manner.
- ensure the charity operates in accordance with accepted standards of governance
- ensure adequate support and supervision are made for board members/volunteers

The Chair will

- be self-motivating and able to motivate others.
- be comfortable dealing with local media and representing the trust in other forums.
- Will have appropriate previous experience.
- have a good knowledge of the local community.
- have the time available to lead the board and organisation to enable it to fulfil its purpose.



Application Instructions for Roles of Trustee and Chair

Please read carefully the 3 documents:

1. CHT Background for Applicants
2. Becoming a Trustee

And, if applicable:

3. Chair - Job Description

Send your CV to sh@castlehilltrust.org.uk, making sure you include:

- A. your full name and address
- B. Phone number and email address
- C. The role you are applying for
- D. A personal statement about what you think your contribution could be and why you want to be involved.

The Closing date for applications is 11pm on Friday 5th June

We will acknowledge receipt of your application.