



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' annual report (including Directors' report) for the period**

**From: Period start date** 01/10/19

**To: Period end date** 30/09/20

**Charity name:** Great Torrington Buildings Preservation Trust

**Charity registration number:** 1100255

**Company number:** 04934863

### **Objectives and activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>The objects of the Charity are to preserve for the benefit of the people of Great Torrington in the County of Devon and of the Nation the historical, architectural and constructional heritage that exist in and around Great Torrington in buildings (including any building defined in Section 336 of The Town and Country Planning Act 1990) of particular beauty or historical architectural or constructional interest</b></p> <p><b>To preserve and maintain the restored Town Hall in the interests of social welfare for recreation or other leisure activities for individuals or organisations who need such facilities by reason of their youth, age, infirmity or disability</b></p>

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><b>Since the reopening of the Town and Community Hall the Trustees have been able to provide a venue for the community for many types of activities such as weddings, parties, funeral teas, music events and theatrical productions while other community groups and charities have hired space to raise funds to help their own organisations. We continue to operate our now established Knit and Natter Club which offers great wellbeing benefits.</b></p> <p><b>The weekly Job Club has assisted local Residents find jobs despite the challenges of high unemployment in North Devon and we wish to expand on this project in the future</b></p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have had full regard to the guidance issued by the Charity Commission concerning public benefit.</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The trustees do not issue grants</b>
Policy on social investment including program related investment	Para 1.38	<b>The trustees wish to adopt a reserves policy in order to ensure the fabric of the building is well maintained. In view of COVID this has been delayed but will be considered again for 2021</b>
Contribution made by volunteers	Para 1.38	<b>There is a group of 15 volunteers called the Town Hall Titans who help with meet and greet at fundraising events, running the knit and natter group and helping with weddings and pop up shops for example.. There are also 4 advisors who help with various tasks and also serve a time before being asked to join the Trustees</b>
Other		

## Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The role of the Trust now the building is fully opened is to provide a vibrant venue to invigorate the town centre and improve the economy of the town. The Community Hall will be promoted as a place to integrate our community through meeting other people, communicating and sharing experiences to enhance their wellbeing. Thanks to the support of the Town Council, Torridge District Council, Devon County Council and the Townlands Trust we have been able to continue with various activities when permissible including The Job Club, Pop up Shops &amp; workshop activities. A Festival of Female voices highlighting Domestic Violence was held in March and the Trustees are hoping that this will be repeated in 2022. The local authorities have used the venue for public meetings too. Despite the challenges of COVID, our Knit &amp; Natter Club maintained contact with each other by phone, socially distanced personal visit, Facebook and email to ensure their wellbeing was supported.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The main objective was achieved to renovate the historic town and community hall and bring it back to use for the Community. A business plan is in place to allow the Trustees to move forward and offer a range of events and workshops to bring people together. With a range of practical rooms for hire at affordable rates we are fortunate that we have facilities which allow COVID distancing and access via a lift to all floors of the building which has meant the building has been used successfully during the restrictions.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>The Trustees have successfully applied for various grants and will continue to look for ways to cover core costs and purchase of additional equipment as identified by the Trustees and users of the Building.</p>

Investment performance against objectives	Para 1.41	<b>The Trustees were able to complete the refurbishment with a small surplus on completion</b>
Other		

## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity had a surplus at the end of the financial assisted by Covid Grants The Trustees will continue to review what further work is to be done to ensure the building and contents meet the standards required</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The trustees are actively looking at a formal reserves policy which was put on hold during COVID</b>
Amount of reserves held	Para 1.22	<b>£23,695</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Hiring the 4 rooms for a variety of activities including weddings.The Trustees do their own fundraising such as pop up shops, bingo, dances, concerts and workshops</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>The Trustees are in the process of adopting a reserves policy, but the COVID situation has delayed matters</b>

A description of the principal risks facing the charity	Para 1.46	<b>The COVID virus has meant lettings have been much lower than anticipated and It may take time to build back the use of the building, so the Trustees are being proactive in running their own events with the help of our Volunteers</b>
Other		

## Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, <a href="#">trust deed</a> , <a href="#">memorandum and articles of association</a> etc	Para 1.25	<b>Memorandum and Articles of Association.</b>
How is the charity constituted? for example <a href="#">limited company</a> , <a href="#">unincorporated association</a> , <a href="#">CIO</a>	Para 1.25	<b>Limited Company</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Posts elected at the AGM Trustees appointed for 3-year term elected at AGM</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>None at present as trustees normally attend committee meetings for at least 6 months before being appointed. New applicants also serve on sub-groups Potential Trustees start as Advisors so they can learn the background of the Trust before being invited to become a Trustee</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>There are regular committee meetings and 3 sub-groups which deal with topics such as finance, HR, marketing, building maintenance health and safety etc. and they report to the main committee meeting</b>

Relationship with any related parties	Para 1.51	<b>Many of the Trustees sit on other Committees e.g. Town Council, League of Friends, Torrington Together, Care Forum, Torrington 100 which enables them to keep in touch with the needs of other groups in the Town</b>
Other		

## Reference and administrative details

Charity name	<b>Great Torrington Buildings Preservation Trust</b>
Other name the charity uses	<b>Great Torrington Town and Community Hall</b>
Registered charity number	<b>1100255</b>
Charity's principal address	<b>The Town Hall Office, High Street, Torrington EX38 8HN</b>

### 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	Ms Sue Mills	Chairman		
2	Mrs Cathrine Simmons	Secretary		
3	Sandra Crawley	Vice Chair		
4	Helen Rumbold	Trustee		
5	Matt Whittaker	Trustee		
6	Nigel Lewis Carpenter	Trustee	Appointed 13/8/20	

### Corporate trustees – names of the directors at the date the report was approved

<b>Director name</b>	
Sue Mills	
Cathrine Simmons	
Sandra Crawley	

### Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>
<b>N/A</b>	<b>N/A</b>

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	The freehold of the Town and Community Hall Fixtures and fittings Equipment – full inventory kept Large number of paintings of the Rolle Family owned by Town and Lands Charity
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Great Torrington Buildings Preservation Trust
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	The building, equipment and paintings are fully insured. The building has fire and burglar alarms CCTV is also installed internally and externally on the Building .

## Additional information (optional)

### Names and addresses of advisers (optional information)

Type of adviser	Name	Address
Treasurer	Tony Mclouglin	
Weddings	Carolyn Walker	
General	Paula Langer	
General	Henry Harraway	
General	Ian Lovell	

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

Anne Tattersall – Business Development Manager
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information

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## Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Full name(s) Sue Mills Chair

Sandra Crawley Vice Chair

Position (for example Secretary, Chair, etc)

Chair

*S. Mills*

Vice Chair

*S. Crawley*

Date

17/12/20

- 4 The charity's objects ('objects') are specifically restricted to the following:

To preserve for the benefit of the people of Great Torrington in the County of Devon and of the Nation, the historical, architectural and constructional heritage that exist in and around Great Torrington in buildings (including any building defined in Section 336 of The Town and Country Planning Act 1990) of particular beauty or historical architectural or constructional interest. To preserve and maintain the restored town hall in the interests of social welfare, for recreation or other leisure time occupation of individuals and organisations who have need of such facilities, by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.



Text



# **Great Torrington Buildings Preservation Trust**

## **Independent Examiner's Report to the Trustees of Great Torrington Buildings Preservation Trust (GTBPT)**

**For the Year ended 30 September 2020**

### **Company Limited by Guarantee**

I report to the trustees on my examination of the financial statements of Great Torrington Buildings Preservation Trust ("the charity") for the year ended 30 September 2020.

### **Responsibilities and basis of the report.**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements as presented in accordance with the Companies Act 2006.

I report in respect of my examination of the GTBPT charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5, b) of the 2011 Act.

In completing my examination, the following matters have come to my attention.

1. Accounting records were kept and balanced in accord with banking records, although there were a number of instances of missing primary documentation.
2. The presentation of the financial statements has been changed from the those presented for the year ended September 30 2019. The trustees have provided no certification that the accounts have been prepared in compliance with FRS102.

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts.

Tim Sanders BA (Hons), BSc (Hons), MAAT

Independent Examiner      1/November/2021