



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period 06/04/2020 to 05/04/2021**

**Charity name: Coppicewood College**

**Charity registration number: 1107250**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's objects are 2: To advance education and training by developing and delivering a range of educational activities, courses and programmes in traditional rural skills and allied crafts and global environmental issues for the local community in the area of Carmarthenshire, Ceredigion, Pembrokeshire, and all Wales. To relieve financial hardship to those who through social and economic circumstances are in need and are unable to gain employment by promoting and supporting schemes where such people may receive training for employment in rural land based industries.
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	The main activities are as follows: <ol style="list-style-type: none"><li>1. Woodland Skills Course (October to March) for students able to devote 6 months at 2 days per week to engage in a comprehensive training in all aspects of traditional woodland management from planting to harvest and production.</li><li>2. Subsumed within that, 4-day courses in coppicing, hedge laying, charcoal making, green woodworking open to additional students able to devote this lesser amount of time.</li><li>3. A one-off grant-funded construction over 2 months in the summer, of a roundwood-framed new building, followed by fitting-out in autumn and winter, making economic use of locally-sourced timber unsuitable for commercial milling and providing training opportunities in traditional construction skills.</li></ol>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our meetings.

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

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Students on the Woodland Skills Course are invited to apply for bursaries in varying sums according to need and as agreed by Trustees.
Policy on social investment including program related investment	Para 1.38	
		Volunteers and member volunteers, have contributed over

Contribution made by volunteers	Para 1.38	500 recorded hours plus other unrecorded time in administrative tasks, preparing tools and materials for the various courses offered, in moving material and equipment to our new site at Pengelli Forest National Nature Reserve, and in the construction and fitting out of the training and storage building on the new site. Without this generous contribution it would have been very difficult to accomplish these tasks as efficiently and effectively as they were in fact done.
Other		

## Achievements and Performance

	SORP reference	
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>Despite the severe limitations caused by the Covid pandemic during this period of activity, but compliant with regulations:</p> <p>Following the order of Main Activities above:</p> <ol style="list-style-type: none"> <li>1. 7 students followed the Woodland Skills Course during the period Oct 2020 to March 2021 and 1 student has gone on to regular employment using these skills (with Say it With Wood in Ledbury, Herefordshire).</li> <li>2. Additional students joined for 4-day Introductions to Coppicing, hedge laying, charcoal making and green woodworking.</li> <li>3. Around 30 individuals took opportunities to participate on their own account and as representatives of other organisations including The National Trust, Llais y Goedwig (the Welsh Government-sponsored organisation for community woodlands), Pembrokeshire Tree Wardens, The Wildlife Trust of South and West Wales, and the local community networking group Growing Better Connections. They were involved in the construction and fitting out of a timber building under the guidance of the Ty Pren Woodworkers Co-operative, which the Trustees wished to support and had thus engaged for the task, learning traditional and ecological timber construction techniques both for their own development, the benefit of their organisations and for wider dissemination. A similar construction guided by Ty Pren was later commenced by a local community organisation.</li> </ol>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Despite the limitations caused by the Covid pandemic, we have been able to comply with all relevant Welsh Government and Forestry Industry Safety Accord regulations and advice, and have still delivered our first objective in training and learning opportunities in traditional rural skills as outlined above, to the benefit of some 40 individuals both students and volunteers, who may in turn disseminate their skills more widely.</p> <p>Our selection of the Ty Pren Woodworkers Co-operative was in line with our second objective. In the course of the year we received no direct bursary applications but assisted 2 students to obtain funding from the Welsh Government support organisation Focus on Forestry First.</p>
Performance of fundraising activities against objectives set	Para 1.41	We raised over £23,000 in grants to support the construction of our new building.

Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Thanks to grant funding, the contributions of volunteers, and prudent management we have accomplished much with our resources and still hold funds in reserve.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It was agreed at a meeting in 2018 to hold notionally £5000 in reserve in anticipation of a change of site and any unforeseen expenses that might arise. We hold reserves as identified below since the build is incomplete and costs are as yet uncertain, and the move of tools and equipment may not be concluded for some time, after which the policy will be reviewed.
Amount of reserves held	Para 1.22	£15484
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	Nil
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No current uncertainties noted

## 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	<ul style="list-style-type: none"> <li>• Grant funding</li> <li>• Course fees</li> <li>• Donations</li> </ul>
Investment policy and objectives including any social investment policy adopted	Para 1.46	Where possible we place reserves with ethical banking groups, and currently use The Co-operative Bank and Triodos.
A description of the principal risks facing the charity	Para 1.46	<ul style="list-style-type: none"> <li>• Lack of students</li> <li>• Damage or loss of building and equipment</li> </ul>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution, approved on 26/04/2006
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association registered as a charity on 07/12/2004
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	The Executive Committee shall consist of not less than three members nor more than seven members elected at the annual general meeting who shall hold office from the conclusion of that meeting. The Executive Committee may in addition appoint no more than two co-opted members. All members of the Executive Committee shall retire from office together at the end of the annual general meeting next after the date on which they came into office but they may be re-elected or re-appointed. Nobody aged under 18 years shall be appointed as a member of the Executive Committee.

### 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	All Trustees are provided with electronic copies of Charities Commission doc CC3a and also of publications Charity Purposes and Rules, The Essential Trustee. Trustees are requested to consult the relevant Charities Commission information online when considering all matters pertaining to the Charity.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Running of courses is delegated to 3 self-employed instructors engaged for the duration of the tasks. In practice, one or more trustees is usually present on at least part of each training period.  At least one instructor present will hold a relevant first-aid certificate.  Trustees meet formally 4 times a year and also consult with each other, instructors and advisers frequently to assure a collegiate approach and corporate responsibility.
Relationship with any related parties	Para 1.51	We were invited by the Wildlife Trust for South and West Wales to bring the work of Coppicewood College into Pengelli Forest National Nature Reserve, not only to advance our own objectives but to support their management of a nationally important reserve for wildlife.
Other		

## Reference and Administrative details

Charity name	Coppicewood College
Other name the charity uses	N/A
Registered charity number	1107250
Charity's principal address	Maes y Mor Moylegrove Pembrokeshire SA43 3BU

### 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	Bruce Slark	Chair and secretary		
2	Martyn Williams	Membership sec.		
3	Andrew Bowering			
4	Holly Harries			
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### Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

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

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

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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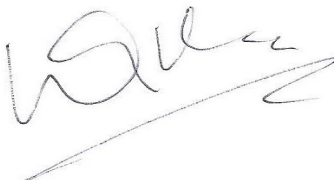
## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Bruce Victor Slark	Martyn Stuart Williams
Position (eg Secretary, Chair, etc)	Chair	Membership Secretary
Date	04/02/2022	

**THE INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS OF**  
**COPPICEWOOD COLLEGE (Charity Number: 1107250) FOR THE YEAR ENDED**  
**05/04/2021**

The Charity's Trustees who are responsible for the preparation of the accounts consider that an audit is not required under section 144 of the 'Charities Act 2011' and that an independent examination is needed.

**The responsibility of the independent examiner**

It is my responsibility to:-

examine the accounts under Section 145 of the Charities Act.  
to follow the procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the Charities Act; and  
to state whether particular matters have come to my attention.

**Basis of the Independent Examination**

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit. Consequently, no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:-

to keep accounting records in accordance with section 130 of the Charities Act; and

to prepare accounts which accord with the accounting requirements of the Charities Act have not been met;

or

2. to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: .....

Date: 4/2/22

Name: JOHN G. EVANS

Professional Qualifications: FCCA

Address: DMB DAVIES LTD, BRYAN HOUSE

PRIORY STREET, CARDIFAN

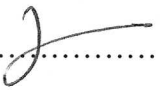
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**Coppicewood College (charity number. 1107250)**  
**Income and Expenditure Account for the Year Ended 5<sup>th</sup> April 2021**

	£	£
<b>Income:</b>		
Student fees		20,986.00
Outreach income		1,288.00
Membership subscriptions		100.00
Donations		1,000.00
Grants		<u>23,652.50</u>
		<b>47,026.50</b>
<b>Less, Expenditure:</b>		
Wages	14,600.00	
Insurance	346.85	
Equipment	1,184.02	
Outreach expenses	1,752.00	
Refunds	280.00	
New build	<u>18,939.81</u>	
		<b><u>37,102.68</u></b>
<b>Excess Income Over Expenditure</b>		<b><u>9,923.82</u></b>

**Represented by:**

Opening balances:		
Co-op bank		4,585.89
Triodos		<u>15,484.11</u>
		20,070.00
Excess income over expenditure		<u>9,923.82</u>
		<u>29,993.82</u>
Closing balances:		
Co-op bank		14,509.71
Triodos		<u>15,484.11</u>
		<u>29,993.82</u>

Signed:.....  ..... JOHN G EVANS  
FCCA.....

Date:..... 4.12.22 .....

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**05/04/2021**

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**The responsibility of the independent examiner**

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**Basis of the Independent Examination**

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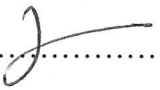
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