



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	12	2020		30	11	2021

Section A Reference and administration details

Charity name **Cowbridge Charter Trust cio**

Other names charity is known by

Registered charity number (if any) 1156293

Charity's principal address

Town Hall,

Cowbridge,

Vale of Glamorgan

Postcode CF71 7AD

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	Mr Alan Keith Crossley			
2	Mr Peter Sain ley Berry	Secretary		
3	Mr Percy Warden Robson	Treasurer		
4	Mrs Susan Mary Cox	Chair		
5	Mr Harry Trevor Hailes		Died 7 th March 2021	
6	Mr Frederic Adrian Osborn			
7	Mr Mathew Jones			
8	Mrs Linda Osborn		Died 7 th December 2020	
9	Ms Carolyn Elaine McKenzie			
10	Mrs Biga Weghoffer		Co-opted 6 th January 2021	Trustees under CI 13 2(a) of the Constitution
11				
12				
13				
14				
15				
16				
17				

18			
19			
20			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution dated 12.03.2014

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Elected under CI 13 of the Constitution

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees consider that adequate provisions are in place for training our volunteers including safety and child protection of the public and that the insurance obtained is relevant for Trust activities.

A review of safety and training procedures of the volunteers was undertaken.

Summary of the objects of the charity set out in its governing document

Within 9 km of Cowbridge Town Hall encouraging high standards of architecture and town planning; stimulating public interest in and care for the beauty, history and character of the town and its surroundings; preservation development and improvement of features of general public amenity and of historic interest, and advancing the education of the public.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trust was created as a charitable incorporated organisation to provide limited liability to its members and to take over the membership, work and assets of Cowbridge Charter Trust.

The principal project of the Trust is currently the maintenance and improvement of Old Hall Grounds and the historic Town Walls which are primarily owned by the Vale of Glamorgan Council and open to the public.

All objects of the cio are for the benefit of the public and the charity trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

It is with deep regret that we report the deaths of two of our Trustees as shown above.

Mr Harry Hailes was instrumental in setting up our website and dealing with administration and is sadly missed.

Mrs Linda Osborn was a prime mover in the improvements in Old Hall Gardens and its maintenance by the Trust's volunteers which are now enjoyed by many members of the public.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The principal project of the Trust continues to be the improvement of Old Hall Grounds which are primarily owned by the Vale of Glamorgan Council and open to the public.

The Trust's work in the Grounds is all done by the Trust's volunteers and the prestigious Green Flag Community Award was again received.

Further maintenance to the Town Walls was undertaken and a new three year agreement with the Vale Council was agreed at an increased annual amount as shown in the accounts.

Grants and gifts received for specific purposes are separately identified as restricted funds in the accounts. We are most grateful to all who make donations to the Trust.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity Trustees consider that the balance of funds held is appropriate for the continued operation of the Trust's current and future projects.

Details of any funds materially in deficit**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	Sue Cox (via email)	
Full name(s)	Mrs Sue Cox	
Position (eg Secretary, Chair, etc)	Chair	
Date	12 May 2022	

Cowbridge Charter Trust cio

Registered Charity Number 1156293

Receipts and Payments Account for Year to 30th November 2021

2020 PAYMENTS	2020 RECEIPTS	DETAILS	SEE NOTE	2021 PAYMENTS	2021 RECEIPTS
		DONATIONS/GRANTS			
	315.00	Members gifts			290.00
	315.00	Total			290.00
	240.00	Membership fees			125.00
	240.00				125.00
315.26		Insurance		320.26	
		TOWN WALLS			
2,205.00	902.00	Per Vale for Maintenance	note 1	501.00	1,128.00
		OLD HALL GROUNDS	note 2		
	2,000.00	Donations/Grants			2,474.50
1,051.36		Sundry expenses		743.19	
424.46		Equipment bought		398.94	
49,217.03	47,975.03	Cowbridge OHG Project 2019			
		Cowbridge OHG Project 2021			1,300.00
53,213.11	50,877.03			1,963.39	4,902.50
		Other expenses/income			
	183.75	Gift Aid			127.50
	0.62	Interest on gift aid			0.34
132.58		Sundry Expenses		134.75	
132.58	184.37			134.75	127.84
£53,345.69	£51,616.40	Total of cash items to Capital Account		£2,098.14	£5,445.34
		Capital Account			
	32,323.04	Balance brought down as at 1.12.2020			30,811.75
		As shown above			
	51,616.40	Receipts			5,445.34
53,345.69		Payments		2,098.14	
		Other Assets			
	424.46	Increase/Purchases			398.94
206.46		Depreciation		348.94	
30,811.75		Balance c/d		£34,208.95	
84,363.90	84,363.90			36,656.03	36,656.03
	£30,811.75	Balance c/d as at 30.11.2021			£34,208.95

Cowbridge Charter Trust cio

Statement of Assets and Liabilities as at 30th November 2021

		ASSETS		
30181.57		Bank Current Account	33517.62	
		Less outstanding cheques		
0.18		Cash held by Treasurer	11.33	
30181.75	30,181.75	Total in Bank and Cash	33528.95	33,528.95
	630.00	Other Assets	note 3	680.00
	30,811.75	Total		34,208.95
	0.00	DEBTS		
£30,811.75		NET TOTAL OF ASSETS		£34,208.95

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NOTES TO THE ACCOUNTS

note 1

	1804.00
	902.00
2205.00	
501.00	
<u>£2,706.00</u>	<u>£2,706.00</u>

TOWN WALLS MAINTENANCE

Brought forward @ 1.12.2020		501.00
Instalment from Vale of Glamorgan		1,128.00
Cost of maintenance	501.00	
Balance carried forward	<u>1,128.00</u>	
	<u>£1,629.00</u>	<u>£1,629.00</u>

note 2

	642.74
	2000.00
1051.36	
424.46	
798.15	
£368.77	
<u>£2,642.74</u>	<u>£2,642.74</u>

OLD HALL GROUNDS ACCOUNT

Brought forward @ 1.12.2020		368.77
Specific Funds brought forward		798.15
Grants		2074.50
BBC Fee		400.00
Sundry expenses	743.19	
Equipment bought	398.94	
Trust Funds allocated		
Specific Funds carried forward	note 4 2159.36	
Balance carried forward	note 4 £339.93	
	<u>£3,641.42</u>	<u>£3,641.42</u>

Tools etc re Old Hall Gardens

note 3

412.00	Value of equipment @ 30.11.20	630.00
424.46	Purchases	398.94
<u>836.46</u>		<u>1028.94</u>
206.46	Depreciation	348.94
<u>£630.00</u>	Estimated value of equipment @ 30.11.2021	<u>£680.00</u>

note 3

Other Assets

"Other Assets" comprise gardening tools and equipment used in OldHall Gardens AND the small "cow" installed in the Walls.

Restricted & Reserved Funds at 30.11.21

368.77	<u>Reserved Funds</u>	
	Old Hall Grounds balance as shown in Note 4	339.93
798.15	<u>Restricted Funds</u>	
	Old Hall Grounds balance as in note 4	2159.36
	Old Hall project 2021 funds received	1300.00
501.00	Town Walls maintenance	1128.00
<u>£1,667.92</u>	Total	<u>£4,927.29</u>

NB the balance held for Town Walls maintenance was used in December 2020.

Trust funds available for the general objects of the cio are:

30,181.75	Total in Bank and Cash as above	33,528.95
1,667.92	Less Restricted & Reserved Funds at 30.11.21	4,927.29
<u>£28,513.83</u>		<u>£28,601.66</u>

DATE 12th May 2022

Signed..... Sue Cox
Mrs Sue Cox.
Chairman

Signed. P. Robson

P. W. Robson.
Hon. Treasurer