



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	12	2022		30	11	2023

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	Chair		Members at the AGM
2	Mr Harold Owen Jones	Secretary		Members at the AGM
3	Mr Percy Warden Robson	Treasurer		Members at the AGM
4	Mrs Susan Mary Cox			Members at the AGM
5	Mrs Biga Weghoffer John			Members at the AGM
6	Mr Mathew Jones			Members at the AGM
7	Ms Carolyn Elaine McKenzie			Members at the AGM
8	Mr Frederic Adrian Osborn			Members at the AGM
9	Mrs Beverly Margaret Tonkin			Members at the AGM
10	Mr John Russell Winter			Members at the AGM
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)

--

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 by members or co-opted 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 continues to be relevant for Trust activities.

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

Training was given to volunteers regarding the new battery motorised equipment purchased during the year.

Section C Objectives and activities

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.

Phil Chappell, Operational Manager of the Vale of Glamorgan Council asked our Chair to record the thanks of the Vale Council to Matt in particular and say that they think that the joint working between the Council and the Trust is an excellent example of community led local development. The Council look forward to working with the Trust and other partners in the future on a place making plan for Cowbridge.

As at this date, July 2024, the trustees are in consultation with the Council about placemaking, and the funds in hand may be needed for initial costs of architects and plans for the projects.

Section D

Achievements and performance

Section D

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 in accordance with the three year agreement with the Vale of Glamorgan Council.

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)	Alan Crossley	
Full name(s)	Mr Alan Crossley	
Position (eg Secretary, Chair, etc)	Chair	
Date	3 July 2024	

Cowbridge Charter Trust cio

Registered Charity Number 1156293

Receipts and Payments Account for Year to 30th November 2023

2022 PAYMENTS	2022 RECEIPTS	DETAILS	SEE NOTE	2023 PAYMENTS	2023 RECEIPTS
		DONATIONS/GRANTS			
	150.00	Members gifts			155.00
	150.00	Total			155.00
	200.00	Membership fees			350.00
	200.00				350.00
328.77		Cost of Insurance		335.76	
	1,128.00	TOWN WALLS			
		Per Vale Council for Maintenance	note 1	5,916.00	3,744.00
	5,200.00	OLD HALL GROUNDS	note 2		
607.67		Donations/Grants and income			4,450.62
238.44		Sundry expenses		1,718.74	
1,300.00		Purchases		6,115.68	
2,474.88	6,328.00	Cowbridge OHG Project 2021			
				14,086.18	8,194.62
		Other expenses/income			
		Gift Aid			66.25
		Interest on gift aid			0.66
105.45		Costs of AGM			
163.57		Sundry Expenses		542.54	
269.02				542.54	66.91
2,743.90	6,678.00	Total of cash items to Capital Account		£14,628.72	£8,766.53
		Capital Account			
	34,208.95	Balance brought down as at 1.12.2022			38,263.05
		As shown above			
	6,678.00	Receipts			8,766.53
2,743.90		Payments		14,628.72	
		Other Assets			
	238.44	Increase/Purchases			2,732.51
118.44		Depreciation		967.51	
38,263.05		Balance c/d		£34,165.86	
41,125.39	41,125.39			49,762.09	49,762.09
	38,263.05	Balance c/d as at 30.11.2023			£34,165.86

Cowbridge Charter Trust cio

Statement of Assets and Liabilities as at 30th November 2023

		ASSETS		
37,366.52		Bank Current Account	31,551.13	
		Less outstanding cheques		
96.53		Cash held by Treasurer	49.73	
37,463.05	37,463.05	Total in Bank and Cash	31,600.86	31,600.86
	800.00	Other Assets	note 3	2,565.00
	38,263.05	Total		34,165.86
	0.00	DEBTS		0.00
	38,263.05	NET TOTAL OF ASSETS		£34,165.86

PAGE 2 of 2

1,128.00	
1,128.00	
2,256.00	
2,256.00	2,256.00

339.93	
2,159.36	
5,200.00	
607.67	
238.44	
500.00	
6,706.96	
646.22	
8,199.29	8,199.29

TOWN WALLS MAINTENANCE**note 1**

Brought forward @ 1.12.2022		2,256.00
Instalment from Vale of Glamorgan		1,128.00
From Vale of Glamorgan re gates		2,616.00
Maintenance	3,300.00	
Gate refurbishment	2,616.00	
Balance carried forward	84.00	
	£6,000.00	£6,000.00

note 2**OLD HALL GROUNDS ACCOUNT**

Brought forward @ 1.12.2022		646.22
Specific Funds brought forward		6,706.96
COWBRIDGE GARDENING CLUB - gift		527.78
Payments received		2,443.20
Sundry expenses	1,718.74	
Equipment bought	5,442.84	
From Vale of Glamorgan re equipment		1,479.64
Trust Funds allocated		1,190.63
Specific Funds carried forward	note 4 5,193.48	
Balance carried forward	note 4 639.37	
	£12,994.43	£12,994.43

EQUIPMENT**note 3**

680.00	Value of equipment @ 30.11.22	800.00
238.44	Purchases	2,732.51
918.44		3,532.51
118.44	Depreciation	967.51
800.00	Estimated value of equipment @ 30.11.2023	£2,565.00

note 3**Equipment**

"Equipment" comprises the projector, gardening tools and equipment used in OldHall Gardens AND the small "cow" installed in the Walls.

Restricted & Reserved Funds at 30.11.23

646.22	<u>Reserved Funds</u>	
800.00	Old Hall Grounds balance as	shown in Note 4 639.37
	Grass mower	
6,706.96	<u>Restricted Funds</u>	
	Old Hall Grounds balance	shown in Note 4 5,193.48
	General Reserve	70.00
2,256.00	Town Walls maintenance	84.00
10,409.18	Total	£5,986.85

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

37,463.05	Total in Bank and Cash as Statement of Assets above	31,600.86
10,409.18	Less Restricted & Reserved Funds at 30.11.23	5,986.85
27,053.87		£25,614.01

DATE

Signed.....

Chairman

Signed. P. Robson

P. W. Robson.
Hon. Treasurer