



Trustees' Annual Report for the period

Period start date

1 Sept 2020

Period end date

31 Aug 2021

From

To

Section A

Reference and administration details

Charity name

The Friends of Colerne Church

Other names charity is known by

None

Registered charity number (if any)

1157116

Charity's principal address

6 Fosseway Close

Colerne

Chippenham

Postcode

SN148EE

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	Raymond Leonard BARKER	Chairman		The Trustees
2	Lavinia Mary WILSON			The Trustees
3	Fiona Anne HARTLEY			The Trustees

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

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

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

Managing Committee:

Chairman - Ray Barker; Other Trustees - Lavinia Wilson and Fiona Hartley;

Other Committee Members - Margaret Edmonds, Karen Brzezicki,, Sarah Edmonds, Rob Featherstone, Robert Jones, Sue Jones, Serena Gambarini, Peter Brookes.

In the absence of an appointed treasurer, the Trustees continued to embrace this role. The Trustees thank the retired treasurer, Mr Peter Brookes, for his continued help and support to the Trustees to enable the accounts to be effectively managed, and the annual statements to be produced on time.

Due to the COVID restrictions the 51st Annual General Meeting of The Friends of Colerne Church was a 'ZOOM' meeting on 11th January 2021. It was recorded with sadness that Mr Russell Harding one of our Honorary Life Members died towards the end of 2020 and his massive contribution to the work of the Friends was remembered.

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution of a Charitable Incorporated Organisation dated 1 March 2014 and approved 19 May 2014.
How the charity is constituted (eg. trust, association, company)	The Charity is a Charitable Incorporated Organisation (CIO).
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed by a resolution passed at a meeting of the charity trustees in accordance with the requirements 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.

Review of Major Risks

The majority of the Friends activities do not require any significant commitment of funds and the financial risks are therefore low. An exception is the Bonfire where the cost of fireworks etc. (usually in the order of £1800 each year), might not be recovered if the weather on the night was very bad. The Trustees consider this financial risk justified in the light of the potential to generate income in good years and because of the value of the event to the local community.

The bonfire and fireworks have always been recognised as the greatest source of safety risks. A thorough review of the risk assessment and the insurer's safety recommendations is carried out each year before the display.

The on-going Covid 19 pandemic continued to impact our loss of income from events. Specifically in 2020, our annual Bonfire & Fireworks display was cancelled, and our annual 2021 May Fair was also cancelled as required by Government regulations. Fortunately associated expenses can be managed such that the net impact can be minimised for these events. However, our income stream would stagnate if Covid 19 continues into future years. The resultant impact would only affect our ability to make grants. It is not a threat to the existence of the *Friends of Colerne Church* as an organisation or to our existing financial assets which will remain available to the PCC if needed.

The pandemic also had an impact on the ability of the Management Committee to meet. Instead of the normal 6 meetings in a year, the meetings were reduced to the AGM on 11th January 2021. The last May Fair planning meeting was held on 2nd March 2020.

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

The objects of the CIO are to advance the Christian religion for the benefit of the public by:

Raising funds towards the cost of any repairs or restoration required to the fabric or structure of the Parish Church and Churchyard of Colerne;
Organising and encouraging the provision of voluntary labour to carry out repairs and maintenance to the Church and Churchyard, or to take part in related fund raising activities;
Encouraging the attendance of people living within the Parish of Colerne at the services of the Church.

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 main activities of the Friends are to organise fundraising events to support present or future repairs or restoration of the church and churchyard.

The Trustees have assessed these activities against the Charity Commission guidance on public benefit and consider that they are fully consistent with both the guidance and the objects of the Charity.

Due to the Covid 19 pandemic, no events were held during the year.

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.

Grant-making Policy

At the end of the year the cash funds were £66,845. This money stands available to be spent on repairs or restoration whenever necessary. The normal process is for the Parochial Church Council to request a grant for specific items of work from the Friends. If the Trustees consider the request is covered by the Friends objects then the money is paid to the PCC who manage the work.

Investment Selection Policy

The Friends do not hold investments.

The Friends cash balance is held in a current bank account with Santander and in two deposit accounts with the Charities Deposit Fund (COIF) and the Bath Building Society (BBS). The BBS account requires 30 days' notice of withdrawal. The Trustees can move the deposit funds to maximise interest as they see appropriate.

Approximately 90% of the funds are held in BBS, 6% in COIF and 4% in Santander.

Volunteers

All officers, members and other active supporters are volunteers. There are no paid associates. The Trustees are very grateful for the voluntary support

Summary of the main achievements of the charity during the year

Income and Fund Raising

The money donated to the Friends is a major source of funds for the PCC to maintain the church and churchyard for the benefit of all the local community.

The gross income for the year was £710, which is considerably lower than normal due to no events because of the Covid 19 pandemic; and the net income after costs and expenses (not including grants) was £530

The contributions were as follows.

Subscriptions. The total subscription income was £530.

Deposit Account Interest. £0.64 was received in interest from COIF and £180 from BBS.

Expenditure

Two grants the Colerne PCC were made during the year. The Trustees agreed to fund the cost of re-wiring following an unexpected electrical failure in the tower. The Grant of £6,795 was made during May 2021 and the Management Committee were kept informed of this decision. A further grant of £6,000 to Colerne PCC was approved by the Trustees – as advised to the AGM, towards the cost of the replacement of the church building sound system. The total of the 2 grants was £12,795

The cost of Insurance was £510 and the continuing Lottery Registration was £20.

Section E Financial review

Brief statement of the charity's policy on reserves

Reserves Policy

When income exceeds expenditure in the current year it is the Trustees' policy to build a reserve towards a major item of future expenditure. These reserves are in no way binding and the money is still available to be spent should a serious problem be found elsewhere in the church or churchyard.

Details of any funds materially in deficit

None

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.

The Friends committee always aim to ensure that costs and expenses are kept to a minimum. It was considered essential that the 2 costs – Lottery Registration and Insurance continued despite the lack of event income. It is hoped that we can return towards our normal events in 2021/2022.

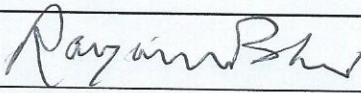
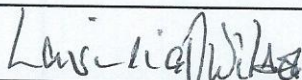
Section F Other optional information

The Trustees would like to thank Karen Sayers for carrying out the examination of the accounts.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Raymond Leonard Barker	Lavinia Mary Wilson
Position (eg Secretary, Chair, etc)	Chairman & Trustee	Trustee
Date	8 th November 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Colerne Church

1157116

Receipts and payments accounts

CC16a

For the period
from

01/09/20

To

31/08/21

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
May Fair	-	-	-	-	46
Fireworks	-	-	-	-	5,028
Subscriptions - Standing Order	270	-	-	270	270
Subscriptions - Other	260	-	-	260	170
Donations	-	-	-	-	799
Gift Aid	-	-	-	-	429
COIF Interest	1	-	-	1	23
Bath Building Society Interest	179	-	-	179	727
	-	-	-	-	-
Sub total (Gross income for AR)	710	-	-	710	7,492
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	710	-	-	710	7,492
A3 Payments					
May Fair Expenditure	20	-	-	20	88
Fireworks Expenditure	-	-	-	-	2,610
Support Costs	510	-	-	510	588
Grants Paid	12,795	-	-	12,795	22,751
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	13,325	-	-	13,325	26,037
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	13,325	-	-	13,325	26,037
Net of receipts/(payments)	- 12,615	-	-	12,615	- 18,545
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	79,460	-	-	79,460	79,460
Cash funds this year end	66,845	-	-	66,845	

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	COIF Deposit Account	5,046	-	-
	Santander Current Account	2,544	-	-
	Bath Building Society	59,231	-	-
	Total cash funds (agree balances with receipts and payments account(s))	66,821	-	-

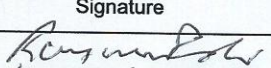
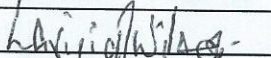
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Cash	24	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	R. L. Barber	08/11/21
	LAVINIA WILSON	08/11/21