



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

Period start date 01/04/21

To

Period end date 31/03/22

Charity name: Snodhill Castle Preservation Trust

Charity registration number: 1165749

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>To preserve for the benefit of the people of the Hamlet of Snodhill, the Parishes of Dorstone and Peterchurch, Herefordshire and the Nation ("the beneficiaries"), the historic, architectural and constructional heritage that exists in and around the Castle of Snodhill ("the area of benefit") in buildings (including any building as defined in Section 336 of the Town and Country Planning Act 1990) of particular beauty or historical, architectural or constructional interest, including but without limiting the generality of the foregoing acquiring, renovating, restoring and utilising for the benefit of the beneficiaries the structure, curtilages, site and environs of Snodhill Castle, Snodhill, Herefordshire and to educate the general public in the geography, history, natural history, architecture and economic and social history of the area of benefit ("the Objects")"</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.	<p>The aim of the charity is to rescue, restore and open up to the community for research, education and enjoyment the remains and site of Snodhill Castle – a little-known but highly significant Marcher castle set in Herefordshire's Golden Valley.</p> <p>Decades-long neglect by its owners had led to the 10-acre site becoming impassably overgrown, leaving the castle's standing remains perilously close to collapse and loss. Thanks to the persistent lobbying of a few individuals, English Heritage and latterly Historic England were drawn to the plight of this unique structure and temporary works were undertaken while the local community and enthusiasts assembled a trust to start clearing the site, obtaining ownership of it, then commence its rescue and restoration (including its landscape setting) for the enjoyment and cultural enrichment of the community, the county and the nation.</p> <p>During the year in review the charity aimed to fulfil its objects by:</p> <ul style="list-style-type: none">- Inviting an organised archaeological excavation of the site by students from Manchester University, Cardiff University

	<p>and the American institute for Field Research (the 'Beneath Hay Bluff' project)</p> <ul style="list-style-type: none"> - Involving the local community with the objects, including through social media and other local media - Inviting practical participation in the pursuit of those objects by regular volunteering sessions - Inviting participation in the objects through the 'Friends of Snodhill Castle' scheme - Recording the Trust's activities through 'The Turret', our newsletter - Taking out appropriate liability insurances - Negotiating grants to assist in the pursuit of the objects – including reports to funders - Liaising with associated relevant conservation bodies, local and national
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Trustees have had regard to the guidance issued on Public Benefit through all the conduct and activities of the charity. Details of the activities of the Trust during the year are set out below.

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	The charity does not grant funds
Policy on social investment including program related investment	The charity has no investments
Contribution made by volunteers	<p>The 'Beneath Hay Bluff' project engaged 25 archaeology students, plus two archaeology professionals (including county archaeologist, Dr Tim Hoverd), contributing a total of 5,567 volunteer hours. Furthermore, the project increased understanding of the history of the castle – including the discovery of the Royal Free Chapel.</p> <p>The Trust runs volunteering sessions on a weekly basis throughout the autumn, winter and early spring. After decades of neglect and overgrowth the effort of the volunteers has had an enormous impact on the site in terms of clearing the overgrowth and making the castle once again visible on the landscape and accessible to visitors. Following Covid restrictions in 2020/21 we were pleased to see volunteer sessions return in 2021/22. These volunteers contributed 390 hours of work.</p> <p>During the year under review, volunteers contributed a total of 5,957 hours of work.</p>
Other	

Achievements and Performance

<p>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.</p>	<p>The charity has focused on six areas of activity:</p> <ul style="list-style-type: none">- Overseeing the restoration works- Improving public access and appreciation- Administration, grants and finance- Land management- Community outreach- Research and Investigation <p>1) Overseeing Restoration Work</p> <p>The Trust continued to make progress in the investigation and restoration of the standing remains:</p> <p>North Tower</p> <p>Consolidation of the North Tower was completed in 2021 - all walls were repointed, repaired where necessary and capped. The Trust plan to install access stairs in the North Keep in 2022 which will allow the public to enter the tower.</p> <p>High Keep</p> <p>In the spring of 2021, the High Keep spiral staircase consolidation was completed, replica steps placed in position to protect the remains and marker stones laid to indicate the Keeps wall lines.</p> <p>South Curtain Wall</p> <p>A small section of the South Curtain wall was consolidated and partially rebuilt to create a safety barrier of walling across a small area of wall that had been left open.</p> <p>South Rampart Restoration</p> <p>No further work on the South Rampart in 2021 (more work in 2022 using Chapel spoil)</p> <p>2) Improving Public Access and Appreciation</p> <p>The site remained open (free of charge) throughout the year and proved a popular destination for castle enthusiasts, nature lovers, walkers, families and other locals.</p> <p>The noticeboard was updated regularly with news of recent discoveries, health and safety precautions, news and information leaflets.</p> <p>The Trust hosted a webinar 'A Castle of Puzzles' on 20/05/21. The event was hugely popular and tickets sold out. The event raised</p>
--	---

income from the Trust and feedback from delegates was very positive.

2) Administration, Grants and Finance

The Constables continued to meet on a regular basis (online and face-to-face) to track finances and to consider how to manage activities.

The website was overhauled to make it more accessible and appealing to visitors. The website has information on the history of the Castle, a picture gallery, information on how to get involved and a facility for online donations. A Mailchimp database is linked to the website to enable visitors to subscribe/unsubscribe to e-news and updates.

The Trust continued to take measures to ensure it was compliant with General Data Protection Regulation.

The Trust continued to maintain a good working relationship with Historic England.

3) Land Management

Under the management of Nick Longman (Vice Chairman and volunteer manager) a regular team of volunteers met weekly to clear the brash and overgrowth at the castle site. The clearance work paid due regard to the preservation of the diverse ecology of the site. Selective clearing, felling, burning and brash removal meant erecting fire platforms clear of the ground on this archaeologically sensitive site.

The volunteers contributed 390 hours during the permitted clearance season.

The Trust continued in its efforts to restore the site to a combination of woodland, woodland grazing and cropped turf against which the ruins might be best displayed and maintain risk-free access by archaeologists, historians, and the public.

It was decided not to bring sheep on site to graze as previous flocks had trampled some of the turf capping. Sheep grazing continues to be kept under review.

Badger activities continued to be monitored around the site (under the supervision of a professional ecologist and under licence from Natural England). Little or no activity was recorded.

	<p>4) Community Outreach</p> <p>The Trust has an established 'Friends of Snodhill Castle' scheme. For an annual fee of £10 per annum members can hear about events, activities at the castle and support the work of the Trust. During the year under review the Trustees considered strategies for recruiting new members to the scheme. By March 2022, the Trust had 300 supporters (up from 200 the previous year).</p> <p>We held organised tours for the Woolhope Club and Eaton Camp Historical Society in in July. Also the Longtown and District Historical Society in February.</p> <p>5) Research and Investigation</p> <p>The Trust was delighted to solve the mystery of the location of the Royal Free Chapel of Snodhill in 2021. Snodhill's Royal Free Chapel is totally unique, it is the only Royal Chapel built inside a non-Royal (i.e. Lordship) Castle. How this came about is unknown, further research is needed.</p>
--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	
Performance of fundraising activities against objectives set	The Trust aimed to develop a funding strategy to cover insurance and other ongoing running costs (printing, website, weed spray etc). The sale of leaflets and gate donations produced a small but steady income. Tours and webinars were prioritised to generate income. Options to bestow 'titles' to significant donors were also explored e.g. Castle Champion
Investment performance against objectives	The charity has no investments
Other	

Financial Review

Review of the charity's financial position at the end of the period	The charity's financial position during the year is set out in the attached Annual Accounts. Income was less than £25,000 and therefore did not meet the threshold for independent examination.
---	---

Statement explaining the policy for holding reserves stating why they are held	The Trust maintained a balance of £10,000 as per its reserves policy.
Amount of reserves held	£10,000
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	There are no funds in deficit during the year in review
Explanation of any uncertainties about the charity continuing as a going concern	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	The principal sources of funds in the period 2020/21 were donation membership income from the 'Friends of Snodhill Castle' scheme and earned income from the sale of leaflets, tours and webinar tickets.
Investment policy and objectives including any social investment policy adopted	The Trust has no investments
A description of the principal risks facing the charity	Public and employers' liability insurance was taken out largely to protect the volunteers. Risk assessments and method statements have been prepared to cover this activity. The use of chainsaws was restricted to those qualified to use them, and the site's co-ordinates are known to the emergency services.
Other	

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document (trust deed, royal charter)	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Charitable Incorporated Organisation
Trustee selection methods including details of any	Elected and appointed by existing trustees

constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	
--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	All new trustees are provided with a copy of the constitution, a copy of meeting minutes, a link to the Charity Commission's guidance on becoming a trustee (The Essential Trustee) as well as an opportunity to have a guided tour of the castle.
The charity's organisational structure and any wider network with which the charity works	The charity is governed by a board of trustees, among whom certain management duties are undertaken by 'Constables': they are Chair, Vice-Chair, Treasurer and Secretary. Specific and time-limited projects are undertaken by Working Groups as necessary.
Relationship with any related parties	<p>The charity has informal links with the Dorstone History Society, the Longtown and District Historical Society, the Castle Studies Group, The Hay Festival, Kilvert Society, Wellington Historical Society, the Woolhope Club, the Sutton Walls Conservation Group, the Eaton Camp Historical Group and the Mortimer History Society.</p> <p>We have a close relationship with Historic England, and we aim to strengthen links with other like-minded bodies regionally, nationally and internationally.</p>
Other	

Reference and Administrative details

Charity name	The Snodhill Castle Preservation Trust
Other name the charity uses	SCPT
Registered charity number	1165749
Charity's principal address	<p>The Green, Snodhill, Dorstone, Herefordshire HR3 6BH</p>

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	Garry Crook	Chair		
2	Bridie Sullivan	Secretary		
3	Surrey Garland	Treasurer		
4	Nick Longman	Vice-Chair		
5	Bridget Knight			
6	Louise McIntyre			
7	Ruth Woolmer			
8	Susannah Garland			
9	Kate Hayward			
10	Jade Leigh-Beresford			
11	Joe Emmett			
12	Tom Oliver			
13	Sarah Lewis		10/08/2022	
14				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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	N/A

of such assets from the charity's own assets	
--	--

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)

Exemptions from disclosure



Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustee

Position (eg Secretary, Chair, etc)	Signature(s)		
	Full name(s)	Bridie Sullivan	Surrey Garland
		Secretary	Treasurer
Date		29 January 2023	

Snodhill Castle Preservation Trust

Accounts

5th April 2021 – 4th April 2022

1) INCOME AND EXPENDITURE

OPENING BALANCES:

Current account:	£ 7,471.64
Savings account:	£21,915.65
TOTAL:	£29,387.29

INCOME:

Interest	£1.19
Donations (friends, jam jar)	£1,773.31
Events	£852.78
TOTAL INCOME:	£2,627.28

EXPENDITURE:

Insurance (Hayes Parsons)	£411.57
Book keeping (Sarah Halliday)	£120.00

Restoration:

Stone Mason (Masons Yard)	£336.00
Nick Lane	£430.00
Conservation (Oliver Fookes)	£13,796.30

TOTAL EXPENDITURE: **£15,093.87**

EXCESS OF EXPENDITURE OVER INCOME **£12,466.59**

BALANCE AT YEAR END **£16,920.70**

2) BALANCE SHEET

FIXED ASSETS

Land and buildings	£1.00
DEPRECIATION	nil

VALUE OF FIXED ASSETS	£1.00
------------------------------	--------------

CURRENT ASSETS

Bank account – current	£6,919.86
Bank account – savings	£10,000.84
Cash	£0.00
Amount receivable	
Prepayments	£0.00

TOTAL CURRENT ASSETS:	£16,920.70
------------------------------	-------------------

LESS CURRENT LIABILITIES:

BBQ monies owed to SG	£54.76
Oliver Fookes retention	£724.70

TOTAL LIABILITIES:

NET ASSETS AT 04/04/2022:	£16,141.24
----------------------------------	-------------------

NOTES:

SIGNED:  SURREY GARLAND, TREASURER

SIGNED: _____ BRIDIE SULLIVAN, SECRETARY

DATE: _____