



**From**      **1<sup>st</sup> January 2021**      **Period start date**      **To**  
                  **Period end date**      **31<sup>st</sup> December 2021**

**Charity registration number:1166580**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The Society is established for the public benefit for the following objects in the area comprising Cheltenham and its environs, hereafter referred to as “the area of benefit”.</p> <ul style="list-style-type: none"> <li>(a) To promote high standards of planning and architecture in or affecting the area of benefit.</li> <li>(b) To educate the public in the geography, history, natural history, architecture, urban design and planning for the area of benefit</li> <li>(c) To secure the preservation, protection, development, improvement and care of features of historic and public interest in the area of benefit.</li> </ul>
a)	Para 1.17 and 1.19	<ul style="list-style-type: none"> <li>a) Regular engagement in the Cheltenham Borough Council planning process, in matters of public realm and conservation areas, and the future strategy of the town.</li> <li>b) Maintaining a programme of public educational lectures</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In discharging their responsibilities, the trustees have been duly mindful of the Commission’s guidance on public benefit

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Trustees have no ongoing programme of grants. On a case by case basis they may give a letter of support but no grant unless there is demonstrable public rather than private gain.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The CIO has no employees and all activity depends on volunteers contributing their time and expertise
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	The Society's main subgroups continued working throughout the period of national lockdown in particular keeping members and supporters informed of issues in Cheltenham through our quarterly Newsletters. Our Planning Forum gave their views to the Council's Planning Department on selected Planning applications. We have also pointed out developments in the Conservation Area which do not meet the required standard. In September we ran a very well attended series of Heritage Open Days and commenced a series of monthly talks on topical issues. Our Successful Streets Group continue to work with the Borough Council staff on issues such as tarmac being used to infill paving stones in the main shopping area, a regular complaint made by members of the public.

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
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	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No earmarked reserves are currently held, though funds not needed to support current expenditure are held on deposit in COIF Charities Investment Fund. Thus all monies are available for the general purposes of the CIO including to support any contingencies in respect of the maintenance and running of 13 Lypiatt Terrace. However, trustees intend to initiate an as yet unidentified project to utilise all or part of a legacy of £5,000 left by a former long-time member of the Society
Amount of reserves held	Para 1.22	75,817
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### 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	The Charity's principal sources of funds include member subscriptions, rental income from 13 Lypiatt Terrace, local authority grants and legacies
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust deed (constitution) dated 13 April 2016</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	All the trustees are volunteers and are elected by the Society's membership at the Annual General Meeting. This is set out in Sections 12 and 13 of the Constitution

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	The Cheltenham Civic Society
Other name the charity uses	
Registered charity number	1166580
Charity's principal address	<p>Parmoor House 13 Lypiatt Close Cheltenham, Gloucestershire GL50 2SX (to May 2022)</p> <p>Parmoor 26 Cambray Place Cheltenham, Gloucestershire GL50 1JN (from 10<sup>th</sup> June 2022)</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	Andrew Booton	Chair		
2	Peter Sayers	Vice Chair		
3	Michael Richardson	Hon Secretary	From 17.3.21	
4	Claire Attenborough	Hon Treasurer		
5	Steve Bryson	Communications	From 17.3.21	
6	Hugh Curran	Membership Secretary	From 17.3.21	
7	Sarah Harvey		From 17.3.21	
8	Tess Beck		From 17.3.21	
9	Andrew North	Hon Secretary	1.1.21 - 17.3.21	
10	Andrew Chard	Hon Treasurer	1.1.21 - 17.3.21	
11	Richard de Carteret		1.1.21 - 17.3.21	
12	Fiona Clarke		1.1.21 - 17.3.21	
13				
14				
15				
16				
17				
18				
19				
20				



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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

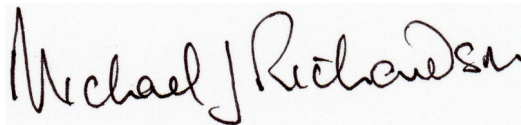
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## Other optional information

Parmoor House does not suit our current and future requirements. It was put on sale through Savills Estate Agents in September 2021. The Society intends to purchase a property in Cheltenham that will benefit from restoration and protection of features of historic and public interest.
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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)

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Full name(s)

Michael J Richardson	
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Position (eg  
Secretary, Chair,  
etc)

Secretary	
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Date

8 <sup>th</sup> October 2022
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Cheltenham Civic Society

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/01/2021

To

Period end date  
31/12/2021

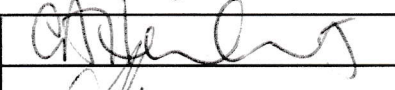

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Society Income	10,256	-	-	10,256	17,129
Legacy	-	-	-	-	20,000
Coronavirus Grants	-	-	-	-	10,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AH)</b>	<b>10,256</b>	<b>-</b>	<b>-</b>	<b>10,256</b>	<b>47,129</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,256</b>	<b>-</b>	<b>-</b>	<b>10,256</b>	<b>47,129</b>
<b>A3 Payments</b>					
Society Payments	28,621	-	-	28,621	12,507
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>28,621</b>	<b>-</b>	<b>-</b>	<b>28,621</b>	<b>12,507</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>28,621</b>	<b>-</b>	<b>-</b>	<b>28,621</b>	<b>12,507</b>
<b>Net of receipts/(payments)</b>	<b>- 18,365</b>	<b>-</b>	<b>-</b>	<b>- 18,365</b>	<b>34,623</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>75,817</b>	<b>-</b>	<b>-</b>	<b>75,817</b>	<b>41,194</b>
<b>Cash funds this year end</b>	<b>57,452</b>	<b>-</b>	<b>-</b>	<b>57,452</b>	<b>75,817</b>

## 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 £
<b>B1 Cash funds</b>	Lloyds Bank	31,979	-	-
	COIF	25,000	-	-
	Paypal	272	-	-
	Cash	200	-	-
	<b>Total cash funds</b>	<b>57,452</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Parmoor House		-	1,100,000
			-	
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	FFE		-	250
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	C. ATTENBOROUGH	21/9/22
	A. BURTON	21/9/22