



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 07 2020	To	30 06 2021

## Section A Reference and administration details

Charity name

The Dusty Shed

Other names charity is known by

Registered charity number (if any) 1168742

Charity's principal address

460 Cowbridge Road West

Cardiff

Postcode

CF5 5BZ

### 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	Charles Wallace	Chairperson	Whole year	AGM or Trustee Committee
2	Paul Perera	Treasurer	whole year	AGM or Trustee Committee
3	Natasha Hayes	Trustee	whole year	AGM or Trustee Committee
4	Doug Smith	Trustee	whole year	AGM or Trustee Committee
5	John Hallett	Trustee	01-07-20 to 11-05-21	AGM or Trustee Committee
6	Peter Kearns	Trustee	11-05-21 to 30-06-21	AGM or Trustee Committee

### 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)

The Shed executive is the Trustee Committee.  
All members are volunteers and participate in the communal management of the organisation.

## Section B Structure, governance and management

### Description of the charity's trusts

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

Formal Constitution

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

Association

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

All trustees are volunteers. They are either elected by the membership at an AGM; or if a vacancy occurs between AGMs, a replacement is appointed by the other trustees at a formal Trustee Committee Meeting.

### 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.

All new Trustees are provided with a copy of the Charity Commission Pack for new trustees, and are encouraged to attend the free trustee's training provided by the Cardiff 3<sup>rd</sup> Sector Council.

All current and past trustees have had a close association with the Shed prior to volunteering to become a trustee; hence, when appointed they are already conversant with the policies and procedures and the wider network of interaction with other organisations.

The majority of trustees are also Shed members and play an active role in the day-to-day running of the Shed.

There is also a monthly meeting of Shed members. This meeting is chaired by a trustee and is a forum for shedders to let the Trustees' Committee know of any issues that may require funding or other action.

## Section C

## Objectives and activities

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

To facilitate the coming together of lonely and socially isolated people, with emphasis on older men, in a physically and emotionally safe environment where they can participate, with their peers, in woodworking, craft and social activities.

**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)**

We were still operating under severe covid restrictions at the beginning of July 2020 and our active membership had dwindled to less than half of what it had been at before the lockdown. However, we had taken advantage of the lockdown period to undertake a development program that greatly expanded our ability to conduct outdoor activities in a newly roofed courtyard. Our plan for when we are able to return to more normal activities, is to have an opening event and start conducting weekly morning teas and presentations on topics of interest to try and rebuild our membership numbers.

Many of our members are older and/or have underlying health issues; therefore, we continued to abide by the 'guidance' for preventing the spread of Covid during the entire reporting period. Consequently, the implementation of our plans for rebuilding our membership are on hold.

The last Annual General Meeting of the Dusty Shed was held on 24<sup>th</sup> of January 2019. In accordance with the Dusty Shed Constitution, the next AGM was planned for mid-April 2020. As detailed in our 2019/20 annual report, by April 2020 we were still working under the Covid-19 social distancing restrictions and, because many of our members are uncomfortable using internet conferencing, the AGM had to be indefinitely postponed.

The current proposal is to hold an AGM as soon as it is permissible under Covid-19 restrictions guidance.

**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.

In early 2021 a review was undertaken by the Trustees of our Constitution, which had not been reviewed since the organisation was formed in 2016. The following problems were identified:

- it is poorly constructed with several different paragraph numbering systems being used, which makes cross-referencing difficult;
- it addresses a number of topics that are not relevant to the way our Shed functions as an association of members; and
- it does not provide governance-guidance relevant to some things that have occurred since the Shed was formed, and may well occur again in the future.

Hence, the Constitution was rewritten to address the above problems, and to include a relevant title page and a 'Mission Statement'.

Our understanding of the guidance provided on the Charity Commission website, is that the only amendments to a constitution requiring Charity Commission approval are those relevant to the Objectives or to the appointment/remuneration of trustees. In our case, there has been minor amendment to the Objectives and no amendment to the appointment/remuneration of trustees.

We propose to seek member agreement to the amendments before making a submission to the Charity Commission to formalise the changes.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

During the Covid restrictions we continued to support our membership through our WhatsApp group and personal telephone calls to members who we knew were experiencing emotional problems due to their long periods of isolation.

We also provided physical support where necessary in the form of assistance with shopping and transport.

We provided the following support for the work of the Dusty Forge, with which we have a very close association:

- Assistance with the renovation of a house for a disadvantaged family.
- Fit-out of racking and shelving in container for a new 'Library of Things' project.
- Staffing a work station for their monthly Repair Café to undertake general repairs and provide back-up support for other repairers.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We hold no significant reserves.

We have limited regular income from member subscriptions, and we bid annually for approximately £10,000 from the National Lottery to cover our overheads and to pay the Dusty Forge for one of their staff to maintain our documentation and website, promoted our organisation, and act as a secretariat for the Trustees Committee.

We also periodically bid for funding from other grant providing organisations to procure and maintain equipment or undertake a more significant development project.

### Details of any funds materially in deficit

Nil

### Further financial review details (Optional information)

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

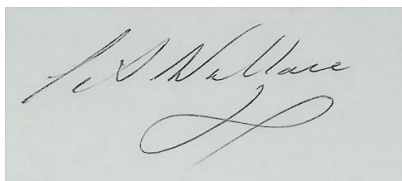
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**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)**



**Full name(s)**

Charles Wallace

Paul Perera

**Position**

Chair Trustee Committee

Treasurer

**Date**

24 April 2022

24 April 2022



The Dusty Shed

1168742

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/07/2020

To

Period end date  
30/06/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>Receipts</b>				
Subscriptions	477.70		477.70	165
Donations	109.18		109.18	119
Grants	14,124.88		14,124.88	17,450
Sales / event income	430.00		430.00	638
Interest				
Other				54
<b>Sub total</b> (Gross income for AR)	<b>15,141.76</b>		<b>15,141.76</b>	<b>18,426</b>
<b>Asset and investment sales</b>				
Sale of assets				
Sale of investments				
<b>Sub total</b>				
<b>Total receipts</b>	<b>15,141.76</b>		<b>15,141.76</b>	<b>18,426.00</b>
<b>Payments</b>				
Heating & Lighting costs	445.71		445.71	619.00
Insurance	595.50		595.50	582.00
Materials & consumables	189.98		189.98	290.00
Small tools (<£25)	59.88		59.88	
Repairs and renewals				50.00
Refreshments				
Staff costs	6,777.00		6,777.00	12,425.00
Training				300.00
Sundry	62.83		62.83	3.00
Structural improvements	12,627.00		12,627.00	
<b>Sub total</b>	<b>20,757.90</b>		<b>20,757.90</b>	<b>14,269.00</b>
<b>Asset and investment purchases</b>				
Hand and power Tools (>£25)				340.00
Workshop machines				
<b>Sub total</b>				<b>340.00</b>
<b>Total payments</b>	<b>20,757.90</b>		<b>20,757.90</b>	<b>14,609.00</b>
<b>Net of receipts/(payments)</b>	<b>-5,616.14</b>		<b>-5,616.14</b>	<b>3,817.00</b>
Transfers between funds				
<b>Cash funds last year end</b>	<b>15,361.00</b>		<b>15,361.00</b>	<b>11,544.00</b>
<b>Cash funds this year end</b>	<b>9,744.86</b>		<b>9,744.86</b>	<b>15,361.00</b>



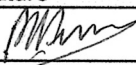
## Section B Statement of assets and liabilities at the end of the period

### Categories

	Unrestricted funds	Restricted funds	Total current Period	Last year
	to nearest £	to nearest £	to the nearest £	to the nearest £
<b>Cash funds</b>				
Current account	9,548.51		9,548.51	15,242.90
Cash	196.35		196.35	118.10
<b>Total cash funds</b>	<b>9,744.86</b>		<b>9,744.86</b>	<b>15,361.00</b>
(agree balances with receipts and payments account(s))	OK	OK	OK	OK
<b>Other monetary assets</b>				
Stocks/goods for sale				
Debtors				
<b>Investment assets</b>				
<b>Assets retained for the Shed's own use</b>				
Buildings				
Large items of machinery				
Power tools				
Hand tools				
Other assets				
<b>Liabilities</b>				
Trade creditors				
Accrued expenses				

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

Signature



Print Name

PAUL CHRISTOPHER PERERA

Date of approval

24/02/2022