

## **Westridge Trust – Trustees' Annual Report 2020/21**

### **Reference and Administration Details:**

Name: Westridge Trust

Address: Westridge Studio, Andover Road, Highclere, Newbury, Berkshire RG20 9QS.

Registered Charity Number: 1169481

Names of the charity trustees who manage the charity:

Michael York (Chairman)

Sally Izett

Michael Jenkins

Angela Tiley

### **Structure, governance and management:**

Westridge Trust is a Charitable Incorporated Organisation first registered 04 October 2016. The three original trustees were appointed by the Highclere Parish Council to lead the new trust in its initial phase. The trustees have responsibility for the appointment of further trustees. These appointments will be for a period of 3 years and will be made at a properly convened meeting of the charity trustees. The original trustees were appointed for the following terms:

Sally Izett            4 years

Michael York        3 years

Michael Jenkins 2 years

Angela Tiley was appointed from September 4 2017 following a decision made by Trustees at a meeting held on July 31 2017. Mrs Tiley is the Responsible Financial Officer (RFO) for the Westridge Trust. Mr Jenkins was reappointed, at a meeting of Trustees for a further two years.

In 2020/21 meetings were structured as follows:

Following the closure of the Studio, our formal meetings structure was suspended. It was impossible to carry out the normal functions of the Trust so it was decided to meet only when necessary. In order to move forward, the four trustees met with the Bookings and Marketing Managers. Fundraising in the community was largely suspended because of the Covid restrictions but this smaller group continued to seek areas of funding.

The fourth AGM is scheduled for 13<sup>th</sup> January 2022.

## Objectives and Activities:

The charitable objects:

- To promote the Arts and to advance education in the arts for the public benefit in particular but not exclusively at the premises known as Westridge Studio for the benefit of residents in the civil parish of Highclere and the neighbouring area.
- To provide facilities in the interests of Social Welfare for Education, Recreation and other leisure time occupations at the said premises with the aim of improving the conditions of life (including the good health and well-being) of those residents in the area of benefit.
- In furtherance of the objects of the charity to associate together with the local residents, voluntary organizations and local authorities with the aim to maintain and manage the premises as an Arts, Educational and Recreational facility for the public benefit without distinction of gender, sexual orientation, race, age, disability or political, religious or other opinions.
- To promote such other charitable purposes (charitable under English Law) as the trustees may, from time to time deem appropriate.

2020/21 was a difficult period for the Studio. Financially, the Government grants mentioned in the last report allowed us to 'tick over'. Our newly refurbished and energy efficient building meant that maintenance and running costs were relatively low.

Our challenge in 20/21 was to re-establish the Studio as an important community facility once restrictions were lifted. The challenge was complex, particularly in overcoming people's fears of the virus and meeting in groups. To this end we worked with other local groups to stage a 'Community Awareness Day' in the Summer. This event assisted us in persuading potential users to try the Studio. By this point, however, we were having some success in renting the building, mainly down to the tireless work of our Marketing and Bookings Managers.

I am pleased to report that by September/October our levels of usage had risen to the point where we were at least breaking even and new groups continued to come forward. Weekend use is still an area for focus but daily/evening use, given the circumstances, is impressive.

Our hope now is that new restrictions are not imposed, leaving us free to achieve our aims and objectives as outlined above.

Fundraising has been difficult but we continue to chase any funding streams available to us. In that regard we have managed to secure some additional funding to provide screens for display purposes and we have had offers to assist with some of the fixtures and fittings still required. The effect of taking out over a year's income has affected our ability to acquire some essential items e.g. new tables and chairs but with creative thinking and assistance from some of our user groups we have been able to overcome barriers in the short term.



The Business plan has not been updated/reviewed this year. We have resorted to a much more reactive style of management in the short term. As conditions stabilize in the world and we are confident that we can continue to operate, we will, of course, look longer term.

The Studio is currently available for rental purposes and is being marketed via the website and various other channels. Potential client groups are being contacted and encouraged to use the facility.

#### **Achievements and Performance:**

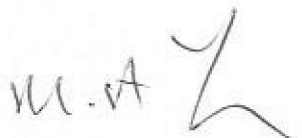
It has been a very challenging year for anyone involved in Community Education. We have, so far, weathered the storm and look forward to an uninterrupted 21/22.

Our key indicators for the future will now centre round regenerating the facility, rebuilding community confidence, redesigning our management structure and ensuring financial viability.

#### **Financial Information:**

Financial information, including the policy on reserves, is currently available in the Westridge Trust Financial Regulations Document.

Michael York  
Chairman

A handwritten signature in black ink, appearing to read 'M. A. York', with a stylized flourish at the end.

13 January, 2022.

**WESTRIDGE TRUST**

**CHARITY NUMBER 1169481**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

**WESTRIDGE TRUST**  
**CHARITY NUMBER 1169481**  
**RECEIPTS & PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	UNRESTRICTED FUNDS			TOTAL FUNDS
	2021	2021	2021	2020
	General fund	Fabric fund	Total funds	
	£	£	£	
<b>RECEIPTS</b>				
Donations received	666	-	666	10,024
Grants	23,708	-	23,708	87,000
Fundraising events	1,569	-	1,569	8,269
Rental income	195	-	195	90
Wayleave income	-	-	-	350
Interest	11	-	11	81
Total receipts	26,149	-	26,149	105,814
<b>PAYMENTS</b>				
Bank charges	96	-	96	183
Broadband charges	576	-	576	256
Cleaning	26	-	26	65
Gardening	50	-	50	-
Insurance	779	-	779	1,135
Other professional fees	20	-	20	972
Light & heat	333	-	333	545
Marketing costs	-	-	-	55
Repairs & maintenance	189	-	189	814
Stationery & printing	-	-	-	599
Subscriptions	35	-	35	35
Water rates	40	-	40	152
	2,144	-	2,144	4,811
Asset purchases				
Additions to land and buildings	-	38,046	38,046	226,786
Total payments	2,144	38,046	40,190	231,597
Excess of receipts over payments	24,005	(38,046)	(14,041)	(125,783)
Cash funds at 1 April 2019	25,000	30,197	55,197	180,980
Transfers between funds	(24,005)	24,005	-	-
Cash funds at 31 March 2020	£25,000	£16,156	£41,156	£55,197

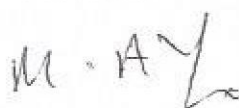
WESTRIDGE TRUST  
 CHARITY NUMBER 1169481  
 STATEMENT OF ASSETS AND LIABILITIES  
 AS AT 31 MARCH 2021

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2021	2021	2021	2020
	£	£	£	£
<b>Assets retained for the charity's own use</b>				
Land and buildings - cost brought forward	-	304,182	304,182	77,396
Capital additions in the period	-	38,046	38,046	226,786
<b>Total fixed assets</b>	-	342,228	342,228	304,182

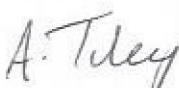
	Unrestricted funds		Total unrestricted funds	Total unrestricted funds
	General fund	Fabric fund	2021	2020
	2021	2021	2021	2020
	£	£	£	£
<b>Cash funds</b>				
Current account	1,117	-	1,117	1,569
Deposit account	30,039	10,000	40,039	53,628
Monies held at The Good Exchange	-	-	-	-
<b>Total cash funds</b>	31,156	10,000	41,156	55,197
<b>Current liabilities</b>				
Unsecured loan	-	(27,000)	(27,000)	(27,000)
<b>Net current assets</b>	31,156	(17,000)	14,156	28,197
<b>Net assets</b>			<u>£356,384</u>	<u>£332,379</u>

Represented by:	£	
Restricted fund	342,228	304,182
Fabric fund (unrestricted)	(10,844)	3,197
General fund (unrestricted)	25,000	25,000
	<u>£356,384</u>	<u>£332,379</u>

Signed on behalf of the trustees:

Michael York 

Date: 17.11.20

Angela Tiley 

Date: 17.11.20





Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name WESTRIDGE TRUST		
On accounts for the year ended	31 MARCH 2021	Charity no (if any)	1169481
Set out on pages	1 - 2 <small>Remember to include the page numbers of additional sheets.</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 MARCH 2021.

**Responsibilities and basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

3/12/21

Name:

NICHOLAS C.C. SPENCER

Relevant professional  
qualification(s) or body  
(if any):

FCA

Address:

HILL HOUSE, HOLLINGTON CROSS  
HIGHCLERE, NEWBURY  
RG20 9SE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE